



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
SOUTHEAST AREA FIELD OFFICE**

MARQUIS 1, SUITE 2000
245 PEACHTREE CENTER AVE, NE
ATLANTA, GA 30303

CASE #: 09UIAT0825FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM February 16, 2008 TO August 12, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES: None

DISTRIBUTION: Case File

PREPARED BY: SA [REDACTED]

DATE: 08/12/2009

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RESTRICTED INFORMATION

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I. PREDICATION

On August 6, 2008, [REDACTED] supervisor, [REDACTED], utilized her Government Citibank Travel Card for a cash advance at [REDACTED]. [REDACTED] was not on official government travel on the said date.

II. SYNOPSIS

The USPS OIG investigation revealed between February 16, 2008 through August 6, 2008 [REDACTED] utilized her Government Citibank Travel Card for personal expenses. [REDACTED] was not on official government travel during the dates in question.

III. BACKGROUND

[REDACTED] is currently a supervisor, [REDACTED]. [REDACTED] has been employed by the Postal Service for approximately [REDACTED].

IV. SUPPORTING DETAILS

On November 20, 2008, the Reporting Agent (RA) received a copy of [REDACTED] Citibank Detailed Account Cycle Report from [REDACTED], [REDACTED] Program Coordinator, [REDACTED] District (Exhibit 1). The report listed the following activities:

1. February 16, 2008, cash advances for \$203.00 plus \$2.54 cash advance fee and \$41.75 plus \$0.52 cash advance fee.
2. March 3, 2008, payment for \$247.81.
3. March 13, 2008, cash advance for \$103.00 plus \$1.29 cash advance fee.
4. April 4, 2008, payment for \$104.29.
5. April 20, 2008, Air Tran Airways for \$173.00.
6. June 9, 2008, payment for \$173.00.
7. August 6, 2008, cash advance for \$222.50 plus \$2.78 cash advance fee.

The RA requested [REDACTED] USPS Time and Attendance Collection System (TACS) records for the dates in question (Exhibit 2). A review of the records revealed the following:

1. February 16, 2008, non-scheduled workday.
2. March 13, 2008, 08.00 work hours.
3. April 20, 2008, non-scheduled workday.
4. August 6, 2008, 08.00 work hours/ 01.00 Night Work premium hours.

On November 21, 2008, the RA requested a copy of all fiscal year 2008 eTravel reimbursements submitted by [REDACTED] submitted one eTravel reimbursement for the fiscal year. [REDACTED] provided the RA with a copy of [REDACTED] eTravel Report Details, dated April 16, 2008 (Exhibit 3).

On November 21, 2008, the RA and Special Agent (SA) [REDACTED] interviewed [REDACTED] regarding the misuse of her Government Citibank Travel Card (Exhibit 4). Prior to the interview, [REDACTED] requested a National Association of Postal Supervisors (NAPS) representative. [REDACTED] NAPS, was contacted via telephone [REDACTED] was read her Garrity Acknowledgement of Rights by the RA [REDACTED] signed and dated the form (Exhibit 5).

[REDACTED] advised [REDACTED]

The RA questioned [REDACTED] regarding several travel card transactions dated February 2008 through August 2008. [REDACTED] provided the following explanations:

1. February 16, 2008 (Cash Advance for \$203.00 plus \$2.54 cash advance fee and \$41.75 plus \$0.52 cash advance fee). [REDACTED] personal vehicle was in the repair shop and the total bill was approximately \$900.00 [REDACTED] borrowed money from friends and was not able to borrow the full amount, so she withdrew cash against her government travel card to cover the difference needed. [REDACTED] acknowledged paying \$247.81 on March 3, 2008 for the above transactions.
2. March 13, 2008 (Cash Advance for \$103.00 plus \$1.29 cash advance fee). [REDACTED] did not recall this transaction [REDACTED] acknowledged [REDACTED]
3. April 20, 2008 (Air Tran Airways for \$173.00). [REDACTED] utilized her government travel card to purchase airline tickets for a personal vacation. [REDACTED] stated she requested [REDACTED]
4. August 6, 2008 (Cash Advance for \$222.50 plus \$2.78 cash advance fee). [REDACTED] stated [REDACTED]

[REDACTED] advised she was not on official travel on the dates in question. [REDACTED]
[REDACTED]

At the conclusion of the interview, [REDACTED] provided a handwritten sworn statement (Exhibit 6).

V. DISPOSITION

On May 6, 2009, [REDACTED] was issued a Letter of Warning in Lieu of a Fourteen Day Time Off Suspension (Exhibit 7).

This investigation is closed.

VI. EXHIBITS

1. Citibank Detailed Account Cycle, [REDACTED], February 16, 2008 through August 7, 2008.
2. USPS Time and Attendance Information, [REDACTED], pay periods 2008-05-1, 2008-06-2, 2008-09-2, and 2008-17-1.
3. eTravel Report Details, [REDACTED], April 16, 2008.
4. Memorandum of Interview, [REDACTED], November 21, 2008.
5. [REDACTED] Garrity Acknowledgement of Rights form, November 21, 2008.
6. [REDACTED] handwritten sworn statement, November 21, 2008.
7. [REDACTED] Letter of Decision, May 6, 2009.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

P.O. BOX 3478
BATON ROUGE, LA 70821-3478

CASE #: 09UIBG0973FF03FF

CROSS REFERENCE #: 08UIBG4278FF01FF

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM November 26, 2008 TO December 10, 2008

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED]
Supervisor

[REDACTED]
Postmaster

[REDACTED]
Manager, Post Office Operations

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RESTRICTED INFORMATION

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[REDACTED]
District Manager

[REDACTED]
Manager, Human Resources

[REDACTED]
Manager, Labor Relations

[REDACTED]
Manager, Finance

PREPARED BY: SA [REDACTED]

DATE: 10/6/09

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RESTRICTED INFORMATION

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I. PREDICATION

On November 26, 2008, the United States Postal Service (USPS) Office of Inspector General (OIG) received an allegation of possible government travel card misuse from [REDACTED] reported that a government travel card, # [REDACTED], was issued to [REDACTED] Associate (Window Clerk) [REDACTED]

II. SYNOPSIS

[Results] This investigation determined that [REDACTED] Associate [REDACTED] misused her government travel card by making \$345.78 in personal cash advances [REDACTED] was interviewed on December 5, 2008, and she denied making the charges on the travel card and stated [REDACTED]

III. BACKGROUND

[REDACTED] is a [REDACTED] Associate at the [REDACTED]

On May 14, 2008 [REDACTED] was issued discipline for misusing her government travel card to make \$2,438.27 in personal charges. [REDACTED] was issued a three (3) week no pay suspension. Her financial responsibilities (cash drawer) were suspended for a period of one year. Her government credit card privileges were permanently revoked and she was ordered to repay all unauthorized charges in full (Exhibit 1).

IV. SUPPORTING DETAILS

On November 26, 2008 [REDACTED] provided Reporting Agent (RA) with a list of charges made on travel card # [REDACTED] (Exhibit 2). The following is a list of charges made to the travel card:

No. of Transactions	DATE	TYPE OF TRANSACTION	AMOUNT	LOCATION	CITY	STATE
1	11/20/08	Cash Advance	\$100.00	[REDACTED]	[REDACTED]	[REDACTED]
		ATM Fee	\$3.00			
		Cash Advance Fee	\$2.06			
2	11/20/08	Cash Advance	\$30.00	First [REDACTED] Bank	[REDACTED]	[REDACTED]
		ATM Fee	\$2.00			
		Cash Advance Fee	\$0.64			
3	11/22/08	Cash Advance	\$100.00	[REDACTED]	[REDACTED]	[REDACTED]
		ATM Fee	\$1.50			
		Cash Advance Fee	\$2.03			
4	11/22/08	Cash Advance	\$100.00		[REDACTED]	[REDACTED]
		ATM Fee	\$2.50			
		Cash Advance Fee	\$2.05			
		TOTAL	\$345.78			

On Monday, December 1, 2008, RA received an email from [REDACTED] concerning the unauthorized charges made on Visa travel card [REDACTED] (Exhibit 3). In the email, [REDACTED] wrote the following:

When the charges were brought to my attention I called [REDACTED] into my office. It was a brief conversation:

- There have been charges reported on your Gov't card. Have you used it?
- [REDACTED]
- How would that have happened?
- [REDACTED]

- It's your card, your responsibility.
[REDACTED]

Later she came up to me and said that [REDACTED]

On December 5, 2008, RA and Special Agent (SA) [REDACTED] interviewed [REDACTED]. Agents identified themselves [REDACTED] prior to the interview. Prior to questioning, [REDACTED] was advised of her Garrity Rights via USPS OIG form "Acknowledgement of Rights." [REDACTED] stated she understood her rights and she signed the form (Exhibit 4).

[REDACTED] stated [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED] She immediately mailed a \$345.78 money order to pay the balance.

RA asked [REDACTED] why she did not return the travel card to the post office when she received it in the mail. She stated [REDACTED]. RA explained to [REDACTED] that her travel card privileges were revoked and Citibank mailed the new card to her by mistake.

RA informed [REDACTED] that ATM security video would be reviewed. RA asked [REDACTED] if there would be any reason for her to be on any of the ATM security videos [REDACTED].

RA instructed [REDACTED] to give the travel card to her supervisor the next day she worked. [REDACTED] agreed to do so.

[REDACTED] completed a voluntary written statement prior to the conclusion of the interview (Exhibit 5).

[REDACTED] returned the travel card to her supervisor and it was forwarded to RA. RA also verified that [REDACTED] did repay the \$345.78 to the travel card.

On Monday, December 5, 2008, RA contacted Chase Security via telephone and spoke with Investigative Analyst, [REDACTED]. [REDACTED] provided RA with ATM photos from November 20, 2008, 12:16 pm CST, from the Chase Bank in [REDACTED] (Exhibit 6). [REDACTED] stated the person in the photo was driving a Dodge Stratus. RA reviewed the

photos and observed the female in the photos resembled [REDACTED]
[REDACTED]

On December 10, 2008, RA and Assistant Special Agent in Charge (ASAC) Chris Cave interviewed [REDACTED] at her residence located at [REDACTED]. Prior to questioning, [REDACTED] was advised of her Miranda Rights via USPS OIG form "Miranda Rights." [REDACTED] stated she understood her rights and she signed the form (Exhibit 7).

RA showed [REDACTED] a photo from the Chase Bank ATM from November 20, 2008. [REDACTED] admitted that [REDACTED]

[REDACTED]. RA asked [REDACTED] why she did not tell the truth when she was interviewed on December 5, 2008. [REDACTED] stated [REDACTED]
[REDACTED]

V. DISPOSITION

This Report of Investigation (ROI) with Exhibits was presented to USPS Management for administrative action as deemed appropriate.

On January 27, 2009, [REDACTED] was issued a Notice of Removal (NOR) (Exhibit 8) for misusing her government travel card. [REDACTED] removal from the USPS was effective February 28, 2009.

On September 2, 2009, an arbitration hearing was held in [REDACTED] before arbitrator [REDACTED]. The American Postal Workers Union contended that the USPS did not have just cause to remove [REDACTED]. On October 1, 2009, [REDACTED] submitted her decision in writing and ruled that the USPS did have just cause to remove [REDACTED] upheld [REDACTED] removal (Exhibit 9).

This investigation is now closed.

VI. EXHIBITS

Exhibit 1: Final Discipline issued to [REDACTED], dated May 19, 2008.

Exhibit 2: Copy of charges made to card # [REDACTED].

Exhibit 3: Email from [REDACTED] Station Manager (A) [REDACTED]

Exhibit 4: Garrity Rights form signed by [REDACTED], dated December 5, 2008.

Exhibit 5: Written statement completed by [REDACTED], dated December 5, 2008.

Exhibit 6: ATM photos from Chase Security

Exhibit 7: Miranda Rights form signed by [REDACTED], dated December 10, 2008.

Exhibit 8: Notice of Removal, dated January 27, 2009.

Exhibit 9: Arbitration Ruling dated October 1, 2009.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

433 WEST HARRISON
SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 09UICH0722FF02FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM November 12, 2008 **TO** December 8, 2008

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

DISTRIBUTION:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

PREPARED BY: SPECIAL AGENT [REDACTED]

DATE: 12/8/2008

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I. PREDICATION

This case is based upon a complaint the United States Postal Service (USPS), Office of Inspector General (OIG), received from [REDACTED] [REDACTED] stated [REDACTED] Specialist, [REDACTED] had his Citibank Government Issued Visa Card (Government Travel Card) taken away because [REDACTED] was not making the required payments to Citibank. [REDACTED] recently provided the Postal Service with documentation for sick leave. [REDACTED] may be working another job while on leave and therefore the documents may be falsified.

II. SYNOPSIS

The investigation revealed [REDACTED] documentation for sick leave was not falsified.

The investigation also revealed [REDACTED] admitted to misusing his government travel card. He admitted that while he was on a relocation status to the [REDACTED] Area Office he used the government travel card for hotel charges that were not authorized in his relocation agreement.

III. BACKGROUND

[REDACTED] is a Supervisor [REDACTED] assigned to the [REDACTED] P&DC. [REDACTED] has been employed by the USPS since [REDACTED].

IV. SUPPORTING DETAILS

Allegation 1:

[REDACTED] presented falsified documents to the Postal Service for sick leave he took in 2008.

Allegation 1 Findings:

[REDACTED]
[REDACTED] The medical records personnel verified that all eight of the notes were listed in their system and the notes were not altered in any way.

Allegation 2:

██████ misused his government travel card by making unauthorized charges to the card and failing to make required balance payments on the card.

Allegation 1 Findings:

On November 14, 2008, ██████ of the ██████ Area Finance office provided information related to the use of the ██████ Government Travel Card. ██████ provided copies of ██████ Government Travel Card Statements from March 19, 2008 through October 17, 2008 (**Exhibit 2**). The statement showed a current balance of \$4,234.81 and several charges which included; hotels, restaurants, airport parking, and air fare. The first charge listed was on March 31, 2008 and the last charge was June 13, 2008. The statement showed the last payment made by ██████ was on August 8, 2008 in the amount of \$188.95. The statement also showed the account was closed due to "return mail."

██████ also provided a Postal Service Form 178 (PS 178), Specific Travel Order – Relocation and Relocation Agreement (**Exhibit 3**) signed by ██████. The PS 178 showed ██████ was authorized to relocate from ██████. He listed ██████ family members as relocating with him, ██████. The PS 178 also showed ██████ was authorized for 60 days of temporary quarters. The government travel card listed two charges from the authorized temporary housing and two charges from hotels in the ██████ area. The dates and amounts of the above described four housing charges indicate ██████ used the government travel card to purchase more than 60 days of temporary quarters.

On November 24, 2008, ██████ Relocation Specialist USPS, ██████ provided information on the lump sum forwarded to ██████. ██████ stated all EAS employees who relocate are forwarded a lump sum for the relocation benefits. ██████ provided a copy of the Lump Sum Calculation form for ██████ (**Exhibit 4**). The form showed ██████ was given; \$261.00 for mileage, \$800.00 for childcare, \$6968.00 for lodging for ██████ and his family, and \$3724.00 for meal per diem for ██████ and his family. The amount total lump sum given to ██████ was \$11,753.00.

On December 4, 2008, United States Postal Service (USPS) Office of Inspector General (OIG) Special Agents (SA) ██████ (SA ██████) and ██████ (SA ██████) interviewed ██████ at the ██████ P&DC, ██████. Prior to the interview, SAs identified themselves to ██████ and he was advised of his

rights via USPS OIG Miranda Rights Warnings form. [REDACTED] acknowledged he understood her rights, signed the form and agreed to be interviewed (Exhibit 5).

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] was asked about his relocation to [REDACTED]

[REDACTED]

[REDACTED] was asked about the charges on his government travel card. He stated [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] was asked about the relocation agreement requirement which states he must stay at the site relocated to for twelve months. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] was shown copies of his government travel card statements from March 19, 2008 to October 17, 2008. [REDACTED]

[REDACTED]

[REDACTED] was told the approximate balance on the government travel card was \$4131.89 and he stated [REDACTED] was shown the lump sum calculation for the money forwarded to him for relocation was \$11,753. [REDACTED]
[REDACTED]

[REDACTED] voluntarily provided a sworn statement (Exhibit 6). A copy of the memorandum of interview is included as (Exhibit 7).

[REDACTED] was asked to clarify what he did with the money forwarded to him for relocation [REDACTED]
[REDACTED]

V. DISPOSITION

This Report of Investigation is being provided to postal management for whatever action deemed necessary.

V. EXHIBITS

1. Copy of the eight "Return to Work/School" notes.
2. Copy of the Government Travel Card statements [REDACTED]
3. Copy of the PS 178 signed [REDACTED]
4. Copy of the Lump Sum Calculation form [REDACTED]
5. Copy of the Miranda Rights acknowledgement form signed by [REDACTED]
6. Copy of the sworn statement of [REDACTED]
7. Copy of Memorandum of Interview of [REDACTED]



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
CAPITAL METRO AREA FIELD OFFICE
9201 EDGEWORTH DRIVE, ROOM 2030
CAPITOL HEIGHTS, MD 20790-9576

CASE #: 09UICP2673FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM March 20, 2009 TO April 27, 2009

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

None

DISTRIBUTION: [REDACTED]

PREPARED BY: Special Agent [REDACTED]

DATE: April 27,
2009

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RESTRICTED INFORMATION

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I. PREDICATION

On March 20, 2009, Special Agent (SA) [REDACTED], United States Postal Service (Postal Service) Office of Inspector General (OIG), spoke with [REDACTED] Manager, [REDACTED] regarding the unauthorized use a Postal Service Citibank Travel Card (Citicard) issued to [REDACTED] [REDACTED] advised since approximately 2007, [REDACTED] has used his Citicard for personal use to include travel to foreign countries, food, and transportation.

II. SYNOPSIS

The investigation disclosed [REDACTED] conducted personal transactions on his Postal Service issued Citicards [REDACTED] [REDACTED] personal transactions totaled \$1,863.42, on Citicard account number [REDACTED] (account opened on November 13, 2007, and closed on November 28, 2008), and personal transactions totaling \$6,392.42 on Citicard account number [REDACTED] (account opened on November 18, 2008, and closed on February 25, 2009).

[REDACTED]

III. BACKGROUND

[REDACTED] has been employed by the Postal Service as an [REDACTED]

IV. SUPPORTING DETAILS

Allegation 1:

[REDACTED] used his Postal Service issued Citicard for personal transactions.

Allegation 1 Findings:

On March 20, 2009, SA [REDACTED] spoke with [REDACTED] regarding [REDACTED] unauthorized use of his Postal Service issued Citicards. [REDACTED] provided an email detailing correspondence regarding the Citicards and her discussions with [REDACTED] pertaining to his unauthorized use of the cards (Exhibit 1).

On March 26, 2009, Investigative Analyst, [REDACTED], Financial Fraud Investigations, provided [REDACTED] Citicard statements and travel vouchers to SA [REDACTED] for analysis (Exhibit 2).

On April 10, 2009, SA [REDACTED] and SA [REDACTED] Postal Service OIG, interviewed [REDACTED] regarding [REDACTED] unauthorized use of the Citicards. [REDACTED]

On April 10, 2009, SA [REDACTED] and SA [REDACTED] interviewed [REDACTED] regarding his unauthorized use of the Citicards. [REDACTED] reviewed and identified all the personal charges on both cards. The personal transactions totaled \$1,863.42 on Citicard account number [REDACTED] and the personal transactions totaled \$6,392.42 on Citicard account number [REDACTED]

[REDACTED] signed the Citicard transaction spreadsheet acknowledging he made the personal transactions, and voluntarily provided a written, sworn statement (Exhibit 4).

V. DISPOSITION

This Report of Investigation is being issued to Postal Service management for any action deemed appropriate.

VI. EXHIBITS

1. Memorandum of Activity, [REDACTED] Email Correspondence, March 20, 2008
2. Investigative Analysis Report, [REDACTED], March 26, 2009

3. Memorandum of Interview, [REDACTED], April 10, 2009
4. Memorandum of Interview, [REDACTED], April 10, 2009

1. Memorandum of Activity, [REDACTED] Email Correspondence, March 20, 2008
2. Investigative Analysis Report, [REDACTED], March 26,
3. Memorandum of Interview, [REDACTED], April 10, 2009
4. Memorandum of Interview, [REDACTED], April 10, 2009



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
CAPITAL METRO AREA FIELD OFFICE
9201 EDGEWORTH DRIVE, ROOM 2030
CAPITOL HEIGHTS, MD 20790-9576**

CASE #: 09UICP4269FF03FF

CROSS REFERENCE #:

TITLE:

[REDACTED]
[REDACTED] **GOVERNMENT
CREDIT CARD MISUSE AND
TRAVEL VOUCHER FRAUD**

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM JULY 21, 2009 TO SEPTEMBER 16, 2009

STATUS OF CASE: CLOSED/REFERRED TO AGENCY

SUMMARY OF INVESTIGATIVE ACTIVITY:

On June 10, 2009, The Corporate Personnel Management Office, United States Postal Service (USPS), received information that a Postal Service employee at [REDACTED] misused her government travel credit card. It was also revealed that the employee submitted falsified travel vouchers, where she inflated the travel reimbursement expenses.

[REDACTED], an [REDACTED] Specialist, was identified as the employee that submitted the fraudulent travel documentation and misused the Government travel credit card. In her position as an [REDACTED] Specialist, [REDACTED] travels frequently; consequently, when her manager was conducting a routine audit of the travel budget, [REDACTED] misuse and fraud was discovered.

It was discovered the USPS, Office of Inspector General (OIG) has two open cases being investigated by two separate agents regarding the same allegation. Below are the two open cases:

Title: [REDACTED]
[REDACTED]
Status: Open

Title: [REDACTED]
[REDACTED]
Status: Open

SA [REDACTED] will continue investigating case number 09UICP3661FF03FF and SA [REDACTED] will close case number 09UICP4269FF03FF.

PREPARED BY: [REDACTED]	DATE: 09/16/09
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**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
SOUTHWEST AREA FIELD OFFICE**

P. O. BOX 227238
DALLAS, TX 75222-7238

CASE #: 09UIDA0552FF02FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM November 20, 2008 TO May 4, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

N/A

DISTRIBUTION:

None

PREPARED BY: SA [REDACTED]

DATE: 05/04/2009

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RESTRICTED INFORMATION

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I. PREDICATION

On October 30, 2008, Customer Service Manager [REDACTED] [REDACTED] contacted Special Agent (SA) [REDACTED] regarding [REDACTED] Station Carrier [REDACTED].

Based on the information received [REDACTED] has conducted unauthorized transactions on his Government credit card.

II. SYNOPSIS

The investigation determined [REDACTED] conducted personal unauthorized transactions on his issued government credit card [REDACTED]. [REDACTED] acknowledged the transactions are not related to official Postal Service business.

III. BACKGROUND

[REDACTED] is currently a letter carrier at [REDACTED] was issued a government credit card while working in [REDACTED].

IV. SUPPORTING DETAILS

A report of investigation was issued regarding the above allegation that [REDACTED] conducted unauthorized transactions on his issued government credit card (Exhibit 1). Based on the OIG investigation [REDACTED] was issued a 14 day suspension (Exhibit 2).

V. DISPOSITION

This investigation is closed.

VI. EXHIBITS

1. ROI [REDACTED] November 20, 2008 14 day suspension [REDACTED]
[REDACTED] / January 27, 2009

1. ROI [REDACTED] / November 20, 2008
2. 14 day suspension / [REDACTED] / January 27, 2009



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

P.O. BOX 967
BEDFORD, TX 76095-0967

CASE #: 09UIDA2486FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]
**SUPERVISOR OF DELIVERY
OPERATIONS,** [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM March 23, 2009 TO September 24, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

N/A

DISTRIBUTION:

Case File

PREPARED BY: SA [REDACTED]

DATE: 9/24/2009

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RESTRICTED INFORMATION

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- II. SYNOPSIS
- III. DETAILS
- IV. DISPOSITION
- V. EXHIBITS

I. PREDICATION

On March 3, 2009, the reporting agent (RA) was contacted by [REDACTED] [REDACTED] used his Government Travel Card (GTC) for personal use. [REDACTED] had used his GTC on February 25 and March 4, 2009, to obtain cash advances (\$300 on each occasion). [REDACTED] was not in a travel status on either occasion.

II. SYNOPSIS

[REDACTED]

III. SUPPORTING DETAILS

On March 23, 2009, the RA interviewed [REDACTED] relative to his knowledge of unauthorized cash advances made on his GTC. [REDACTED]

[REDACTED] stated his outstanding balance was \$612.

[REDACTED] was asked by the RA if he was aware the GTC was "For Official Government Travel Only," as stated on the front of the GTC. [REDACTED] stated [REDACTED]

[REDACTED] credit card statements were analyzed for the period beginning on January 1, 2007 through March 2009. These credit card statements were cross-referenced with [REDACTED] training history report to accurately determine the occasions when [REDACTED] used his GTC for official travel purposes as opposed to making personal purchases. The total dollar amount for the personal GTC withdrawals was \$3,612.50.

IV. DISPOSITION

Initially, [REDACTED] was placed in an Administrative Leave status on [REDACTED].

On [REDACTED] received a Notice of Decision stating he would be removed from the Postal Service effective [REDACTED].

On September 22, 2009, the reporting agent received a PS Form 50, *Notification of Personnel Action*, from [REDACTED] District Human Resources Specialist, relative to the removal of [REDACTED] from the Postal Service, [REDACTED]. In the "NATURE OF PERSONNEL ACTION" section, Line 79, the action recorded is "REMOVAL." The narrative portion of the Form 50 states, "SEPARATION-EMPLOYEE WAS SEPARATED FOR IMPROPER CONDUCT."

There is no further investigative activity required on this investigation. This case is now closed.

V. EXHIBITS

N/A



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
SOUTHWEST AREA FIELD OFFICE
P. O. BOX 60389
HOUSTON, TX 77205-0389**

CASE #: 09UIHO2942FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM February 8, 2009 **TO** September 29, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

None

DISTRIBUTION:

File

PREPARED BY: SA [REDACTED]

DATE: 9-29-09

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RESTRICTED INFORMATION

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I. PREDICATION

The basis of this investigation by the U.S. Postal Service Office of Inspector General (OIG) was notification that 22 questionable purchases totaling \$871.14 from February 1 thru February 3, 2009 were charged to the Citibank Official Travel Card assigned to [REDACTED]

II. SYNOPSIS

The investigation determined that [REDACTED] was not on official travel or training and last worked on [REDACTED] was Absent Without Leave (AWOL), on Annual Leave (AL) or Leave Without Pay (LWOP) when these charges were made. He failed to provide medical documentation every 30 days as required. He did provide medical documentation upon his return to duty.

III. BACKGROUND

[REDACTED] performed duties as a City Letter Carrier until [REDACTED]

[REDACTED] The Citibank Travel Card is issued to employees for official use only, such as expenses due to travel or training related to the postal service. Use of the Citibank Travel Card for personal purchases is prohibited by the terms of the contract agreement with the card holder (Exhibit 1), Handbook F-15, Travel and Relocation (Exhibit 2) and a Management Instruction on the use of Travel Cards (Exhibit 3 [REDACTED] (Exhibit 4).

IV. SUPPORTING DETAILS

On February 1, 2009, questionable purchases began appearing on the Citibank Travel Card account assigned [REDACTED]. A review of the account determined there were 22 purchases from February 1 thru February 3, 2009 totaling \$871.14 in [REDACTED] with 17 purchases for fuel and five purchases at grocery stores (Exhibit 5 [REDACTED] had no duties related to official travel or training during this period. Records obtained from the Time and Attendance Collection System (TACS) revealed [REDACTED] last worked on [REDACTED] and thereafter he was listed as AWOL, AL or LWOP until his return to full time work on [REDACTED] (Exhibit 6).

On [REDACTED] consented to an interview and signed the Garrity Warning form prior to any questioning (Exhibit 7 [REDACTED] acknowledged he had received a Citibank Official Travel Card and knows it is only for official travel or training expenses. [REDACTED]

[REDACTED]

[REDACTED]
(Exhibit 8).

V. DISPOSITION

Management issued [REDACTED] a Notice of Removal on [REDACTED]. The Dispute Resolution Team issued a Step B Decision Letter dated [REDACTED]. The Step B Team decided management provided just cause and upheld the removal action.

VI. EXHIBITS

1. Citibank Cardholder Account Agreement.
2. Handbook F-15, Travel and Relocation, Chapter 3, Government Travel Card System.

3. Management Instruction for Official Travel Cards, March 2, 2002.\
4. Citibank Application Form, [REDACTED] October 2, 2004.
5. Travel Card Purchase Record, [REDACTED], February 1-3, 2009.
6. TACS Records, [REDACTED], January 26 to April 3, 2009.
7. Garrity Warning Form [REDACTED], April 21, 2009.
8. Memorandum of Interview, [REDACTED], April 21, 2009.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

433 WEST HARRISON
SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 09UIIN0477FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 27, 2008 TO March 6, 2009

STATUS OF CASE: CLOSED PENDING (JUDICIAL)

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED] ASSISTANT UNITED STATES ATTORNEY, NORTHERN
DISTRICT [REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 3/6/2009

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RESTRICTED INFORMATION

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I. PREDICATION

Information was received from [REDACTED] Manager, [REDACTED] concerning Data Collection Technician, [REDACTED] based out of the [REDACTED] main post office [REDACTED] reported concerns that [REDACTED] received reimbursement for business travel expenses not incurred. (Exhibit 1)

II. SYNOPSIS

Investigation revealed the existence of travel voucher overpayments [REDACTED] due to various reasons. [REDACTED] obtained payment for purportedly using her personal vehicle on dates that the Vehicle Time Records, PS Form 4570, reported she utilized Postal Service vehicles. She obtained payment for purportedly using her vehicle to conduct ODIS or IOCS tests at locations where no testing was reportedly conducted by [REDACTED] obtained payment for purportedly using her personal vehicle to deliver mis-sent Express pieces on dates which records revealed no mis-sent Express trips were necessary or the trips were conducted by someone other than [REDACTED]. She obtained payment for purportedly using her personal vehicle for mileage amounts greater than the mileage reported by Mapquest.com.

Upon interview, [REDACTED] stated that she [REDACTED]

[REDACTED]

Analysis revealed that [REDACTED] was overpaid approximately \$7,620 for mileage expenses on her travel vouchers submitted for February 2007 – August 2008.

A Report of Investigation was provided to the United States Postal Service.

III. BACKGROUND

[REDACTED] position as a [REDACTED] Technician for [REDACTED] required her to travel to various post offices surrounding [REDACTED] to conduct Origin-Destination Information System (ODIS) and In-Office Cost System (IOCS) testing. She reported to [REDACTED] and [REDACTED] (Exhibit 2)

In June 2008, Acting Finance Manager [REDACTED] requested that [REDACTED] review any travel vouchers submitted by his group prior to forwarding them for her payment approval. [REDACTED] requested the change in the approval process upon her receipt of a travel voucher submitted by [REDACTED] for mileage expenses of \$1,351.93. (Exhibits 3 & 4)

[REDACTED]

[REDACTED]

According to eTravel records, [REDACTED] re-submitted vouchers for her reported May 2008 expenses through [REDACTED] and [REDACTED] Postmaster [REDACTED]. She submitted claims for \$738.85 and \$608.04, respectively [REDACTED]

[REDACTED]

[REDACTED]

In September 2008 [REDACTED] questioned the amount of [REDACTED] personal vehicle use rather than the Postal Service vehicles. While [REDACTED] repeatedly reported that the Postal Service vehicles were unavailable due to maintenance issues, [REDACTED] Vehicle Maintenance Facility Manager [REDACTED] reported otherwise. [REDACTED] provided [REDACTED] documentation revealing the availability of vehicles, as well as records of [REDACTED] use during August 2008 [REDACTED] declined to approve [REDACTED] August voucher as submitted and suggested she correct the identified discrepancies. (Exhibits 3 & 8)

After conducting additional review of [REDACTED] mileage claims, [REDACTED] reported the issues to the OIG on October 27, 2008. (Exhibit 1)

IV. SUPPORTING DETAILS

Allegation 1: [REDACTED] claimed and received reimbursement for business travel expenses not incurred.

Allegation 1 Findings:

Special Agent (SA) [REDACTED] obtained information from the following documents:

[REDACTED] eTravel vouchers for February 2007 - August 2008 (Exhibit 7)

Historical ODIS test data report for February 2007 - August 2008 (Exhibit 9)

Historical IOCS test data report for various dates between February 2007 & August 2008 (Exhibit 10)

[REDACTED] Mis-sent Express Log for April 19, 2008, through February 18, 2009 (Exhibit 11)

Contract Route Extra Trip Authorizations, PS Form 5397, for December 2007 - August 2008 (Exhibit 12)

Vehicle Time Records, PS Form 4570, for January 2008 - January 2009 (Exhibit 13)

Mapquest.com mileage reports (Exhibit 14)

[REDACTED] submitted eTravel vouchers to either the [REDACTED] District Finance Manager or [REDACTED] Postmaster. Each voucher claimed reimbursement for mileage expenses relating to the utilization of a personal vehicle for Postal Service business. (Exhibits 2, 7)

SA [REDACTED] analyzed the trip descriptions on each travel voucher to identify which locations and dates matched with the Statistical Programs historical testing reports, supporting that tests were conducted by [REDACTED] (Exhibits 2, 7, 9, 10, 15)

SA [REDACTED] also analyzed the trip descriptions on each travel voucher to identify which locations and dates matched the entries in the [REDACTED] Mis-sent Express Log, supporting that [REDACTED] was assigned Express trips. For the dates prior to the keeping of the Log, SA [REDACTED] identified whether trips matched a PS Forms 5397. The matching of a PS Form 5397 revealed that an outside vendor was contracted to make that particular trip. (Exhibits 2, 7, 11, 12, 15)

SA [REDACTED] analyzed the trip descriptions on each travel voucher to identify which dates matched a PS Form 4570, revealing [REDACTED] use of a Postal Service vehicle. (Exhibits 2, 7, 13, 15)

SA [REDACTED] analyzed the trip mileage on each voucher to identify which mileage calculations matched the calculations on mapquest.com. (Exhibits 2, 7, 14, 15)

The results of the data reviews were placed into a spreadsheet for further analysis. Additional analysis revealed numerous overpayments [REDACTED] obtained payment for purportedly using her personal vehicle on dates that the PS Forms 4570 reported she utilized Postal Service vehicles. She obtained payment for purportedly using her vehicle to conduct ODIS or IOCS tests at locations where no testing was reportedly conducted by [REDACTED] obtained payment for purportedly using her personal vehicle to deliver mis-sent Express pieces on dates which records revealed no mis-sent Express trips were necessary or the trips were conducted by someone other than [REDACTED]. She obtained payment for purportedly using her personal vehicle for mileage amounts greater than the mileage reported by Mapquest.com. (Exhibits 2, 7, 9-15)

Examination of the records revealed that [REDACTED] was overpaid approximately \$7,620 for mileage expenses on her travel vouchers submitted for February 2007 – August 2008. (Exhibits 2, 7, 9-11)

Upon interview, [REDACTED] stated that she was [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

V. DISPOSITION

To be determined.

VI. EXHIBITS

- 1) Case Initiation, dated October 27, 2008
- 2) Memorandum of Activity, [REDACTED] Travel Voucher Analysis, dated March 5, 2009
- 3) Memorandum of Activity, [REDACTED] Emails & Submissions, dated March 5, 2009
- 4) [REDACTED] Initial May 2008 eTravel Voucher submission, dated June 2, 2008
- 5) Email [REDACTED] re: Vouchers & Vehicles, dated June 3, 2008
- 6) [REDACTED] Second May 2008 eTravel Voucher submissions, dated June 4, 2008
- 7) Copies [REDACTED] eTravel vouchers for February 2007 - August 2008
- 8) Emails between [REDACTED] [REDACTED], September 2008
- 9) Historical ODIS test data report for February 2007 - August 2008
- 10) Historical IOCS test data report for dates between February 2007 & August 2008
- 11) [REDACTED] Mis-sent Express Log for April 19, 2008, through February 18, 2009
- 12) Contract Route Extra Trip Authorizations, PS Form 5397, for December 2007 - August 2008
- 13) Vehicle Time Records, PS Form 4570, for January 2008 - January 2009
- 14) Mapquest.com mileage reports
- 15) [REDACTED] Travel Voucher Analysis Spreadsheet
- 16) Memorandum of Interview [REDACTED], dated March 4, 2009

17) Garrity Acknowledgement, dated February 25, 2009



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
SOUTHEAST AREA FIELD OFFICE
JACKSONVILLE SUB-OFFICE
P.O. BOX 2000
JACKSONVILLE, FL 32203-2000**

CASE #: 09UIJA1667FF02FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 8, 2009 TO February 13, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

N/A

DISTRIBUTION:

PREPARED BY: SA [REDACTED]

DATE: 02/13/09

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I. PREDICATION

On January 8, 2009, the United States Postal Service Office of Inspector General, (USPSOIG), [REDACTED] was contacted by [REDACTED] regarding an employee [REDACTED], who may have used her government credit card for personal use. It was determined [REDACTED] had used her government credit card on several occasions dating back to 2006.

II. SYNOPSIS

On January 8, 2009 SA [REDACTED] was contacted by [REDACTED] regarding possible personal charges reflected on [REDACTED] Distribution Clerk, BMC, [REDACTED] government credit card. Various charges dating back to 2006 were found on [REDACTED] government credit card account for local hotel and vehicle rentals. Investigation revealed all charges were paid by [REDACTED] and no outstanding balance is evident. SA [REDACTED] and SA [REDACTED] interviewed [REDACTED] regarding her use of government credit cards for personal use. [REDACTED] admitted [REDACTED] provided a signed sworn statement.

III. BACKGROUND

[REDACTED] is a Distribution Clerk, at the Bulk Mail Center [REDACTED].

IV. SUPPORTING DETAILS

On January 8, 2009, [REDACTED] contacted SA [REDACTED] with information about a BMC employee [REDACTED] who may have utilized her government credit card for personal use.

On January 12, 2009, SA [REDACTED] contacted [REDACTED] District Finance Officer, [REDACTED] regarding [REDACTED] government travel card. [REDACTED] provided [REDACTED] s account number and her recent charge statements. (Exhibit 1)

On January 12, 2009, SA [REDACTED] contacted [REDACTED], General Manager, La Quinta Inns, [REDACTED] stated their records do not go back to 2007 due to a computer system upgrade. He stated the amount (\$126.12) could have been for one night or two depending on the season.

On January 13, 2009, SA [REDACTED] contacted [REDACTED], Manager, Enterprise Rent-A-Car, [REDACTED] provided a copy of rental invoice dated January 2, 2009 (Exhibit 2). The rental agreement reflected [REDACTED] signature as responsible party and indicated her employer was the United States Postal Service, [REDACTED]. Additionally, a copy of [REDACTED] Driver's License was attached to the rental agreement. [REDACTED]

Attempts to get information for charges at Budget Rent-a-car and Enterprise Rent-a-car for 2006 timeframe were unsuccessful.

On February 5, 2009, SA [REDACTED] and SA [REDACTED] interviewed [REDACTED] Supervisor – Distribution Operations, Bulk Mail Center (BMC). [REDACTED] regarding [REDACTED]

On February 5, 2009, SA [REDACTED]

V. DISPOSITION

A letter of warning was issued [REDACTED]



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

2201 DUPONT DRIVE
SUITE 700
IRVINE, CA 92612-1515

CASE #: 09UILA1450FF03FF

CROSS REFERENCE #:

TITLE: GOVERNMENT CREDIT
CARD FRAUD, VARIOUS
LOCATIONS, [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 1, 2009 TO March 6, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

N/A

DISTRIBUTION:

N/A

PREPARED BY: SA [REDACTED]

DATE: 03/06/2009

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RESTRICTED INFORMATION

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I. PREDICATION

On or about December 1, 2008, the United States Postal Service (Postal Service) Office of Inspector General (OIG) Pacific Area, received information that unknown person(s) used credit card numbers of Postal Service credit cards to purchase multiple items from multiple locations in Southern California.

II. SYNOPSIS

[REDACTED], Postal Service OIG, Arlington, VA that several official government credit cards issued to her, were negotiated in multiple stores in Southern California [REDACTED] physically retained all of the credit cards assigned to her in a secured area in Arlington, VA.

Investigation did not reveal the identity of the person(s) involved with the fraudulent use of the credit cards in the Southern California area.

Investigation closed.

III. BACKGROUND

[REDACTED] was the signing official for approximately 50 credit cards used for official Postal Service business. Since discovering various credit card numbers were fraudulently used, [REDACTED] physically destroyed the cards and received replacement cards from US Bank.

IV. SUPPORTING DETAILS

On January 7, 2009, the reporting agent (RA) coordinated with [REDACTED] Investigator, US Bank, Credit Card Law Enforcement Liaison, [REDACTED] who provided information regarding a stolen government credit card used at a Circuit City store in [REDACTED] [REDACTED] provided the following information (Exhibit 1):

On October 1, 2008, US Bank credit card number [REDACTED] was used to purchase \$892.56 worth of merchandise. The data shows the account number was manually inputted then imprinted. US Bank documents show a customer [REDACTED] of what appeared to be [REDACTED] The last name was illegible.

On January 7, 2009, the RA coordinated with [REDACTED], Store Manager, Circuit City, [REDACTED], CA, regarding a suspected fraudulent transaction. [REDACTED] reviewed Circuit City's database and provided the following information (Exhibit 2):

On October 1, 2008, [REDACTED] purchased an Apple IPOD (\$299.99), Protection Plan for the IPOD (\$49.99), various games (\$399.99), and video cables (\$81.99). This transaction totaled \$892.56. The credit card account number of [REDACTED] was manually inputted. There was no further information pertaining to this transaction.

On January 7, 2009, the RA coordinated with Investigator [REDACTED] who provided information regarding a stolen government credit card used at a Circuit City store in [REDACTED] provided the following information (Exhibit 3):

On October 1, 2008, US Bank credit card number [REDACTED] was used to purchase \$721.42 worth of merchandise. The data shows the account number was manually inputted rather than swiped or imprinted. It appears the first name of the person who made the transaction to be [REDACTED]. The last name is illegible.

On January 7, 2009, the RA coordinated with [REDACTED], Store Manager, Circuit City, [REDACTED], CA, regarding a suspected fraudulent transaction. [REDACTED] reviewed Circuit City's database and provided the following information (Exhibit 4):

On October 1, 2008, an unknown person purchased an XBOX system (\$399.99) Warranty for the XBOX (\$74.98), Rock Band game (\$139.99), one Stylus pen (\$9.99), one video game (\$19.99) and one DVD (\$29.99). This transaction totaled \$721.42. The data also showed that [REDACTED] was the cashier for this transaction. The credit card account number of [REDACTED] was manually inputted.

On January 9, 2009, the RA coordinated with JC Penny Loss Prevention regarding the following transactions:

Replacement account number [REDACTED]

Transaction Date:	Store and Location	Amount:
October 3, 2008	JC Penny, [REDACTED], CA	\$222.91

October 3, 2008 JC Penny, [REDACTED], CA \$100.00

JC Penny reviewed the listed transaction and stated their video tapes were not available. The credit card number was manually entered.

On January 9, 2009, the RA coordinated with Sears Loss Prevention regarding the following transaction:

Replacement account number [REDACTED]

Transaction Date:	Store and Location	Amount:
September 29, 2008	Sears, [REDACTED], CA	\$562.36

Sears reviewed this transaction and stated they did not have video of this transaction. Sears further stated the credit card numbers were manually entered.

On January 12, 2009, the RA coordinated with the following stores within the [REDACTED], CA:

Replacement account number [REDACTED]

Transaction Date	Store	Amount:
October 11, 2008	ALDO US	\$202.84
October 11, 2008	The Disney Store	\$723.63
October 11, 2008	Cathy Jean	\$162.37
October 11, 2009	The GAP	\$454.39
October 11, 2008	Hollister	\$455.60

All stores listed did not have additional information other than all credit numbers were manually entered.

On January 15, 2009, the RA interviewed [REDACTED] regarding her knowledge of the fraudulent use of Postal Service OIG credit cards. [REDACTED] provided the following information (Exhibit 5):

[REDACTED]

[REDACTED]

On January 23, 2009, the RA coordinated with the California Department of Motor Vehicles (DMV), Law Enforcement Division, who conducted a search of [REDACTED] DMV had over 300 listings of [REDACTED] in CA. DMV stated they could not filter the names with their age or location (Exhibit 6).

On or about January 14, 2009, the RA coordinated with [REDACTED], Investigator, US Bank, Credit Card Law Enforcement Liaison. The RA explained the following information pertaining to the fraudulent use of the Postal Service credit card account numbers (Exhibit 7):

1. All transactions were manually inputted. The magnetic strip was not used to swipe the card.
2. An imprint of the card was made.

Based upon this information [REDACTED] stated in her experience, she believed a "credit master" program was used. [REDACTED] further stated "credit master" uses a known credit card number and runs it through this program that produces various viable numbers that can also be used. This program can be purchased on the internet and its only use is to facilitate credit card fraud. She added that making credit cards without the magnetic strips are very easy to make.

V. DISPOSITION

Investigative leads to determine who used the credit card numbers have been exhausted. The compromised credit card numbers have been discontinued. The Postal Service has received replacement credit card numbers and was not charged for the fraudulent purchases.

VI. EXHIBITS

1. Memorandum of Activity, Coordination with US Bank, dated January 7, 2009.
2. Memorandum of Activity, Coordination with Circuit City ([REDACTED] dated January 7, 2009.

3. Memorandum of Activity, Coordination with US Bank regarding Brea, CA Circuit City, dated January 7, 2009.
4. Memorandum of Activity, Coordination with Circuit City [REDACTED] dated January 7, 2009.
5. Memorandum of Interview, [REDACTED] dated January 15, 2009.
6. Memorandum of Activity, coordination with CA DMV January 23, 2009.
7. Memorandum of Activity, Coordination with US Bank, dated January 14, 2009.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

2201 DUPONT DRIVE
SUITE 700
IRVINE, CA 92612-1515

CASE #: 09UILA3521FF02FF

CROSS REFERENCE #:

TITLE:



CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM April 22, 2009 **TO** October 21, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES: N/A

DISTRIBUTION: N/A

PREPARED BY: S/A

DATE: 11/25/2009

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RESTRICTED INFORMATION

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I. PREDICATION

On April 22, 2009, the Reporting Agent (RA) received information from Financial Control and Support (FCS) regarding [REDACTED] is a Supervisor of Distribution Operations (SDO) assigned to [REDACTED] Processing and Distribution Center ([REDACTED] located at [REDACTED]. According to FCS, it appears that [REDACTED] was using the government issued Citibank travel card for personal use.

II. SYNOPSIS

In April 2009, the RA received information from FCS regarding [REDACTED] and the alleged misuse of her government issued Citibank travel card. A review of Citibank records revealed [REDACTED] incurred charges on her Citibank travel card in 2008 and 2009 which appear to be for personal expenses. The records for account number [REDACTED] show that between November 4, 2008, and November 17, 2008, [REDACTED] incurred charges totaling \$1,521.16. The records for account number [REDACTED] show that between December 19, 2008, and March 16, 2009, [REDACTED] incurred charges totaling \$1,063.32. It should be noted that account number [REDACTED] replaced account number [REDACTED] effective November 19, 2008. During an interview with the RA, [REDACTED]

[REDACTED] As of July 15, 2009, the current balance on account number [REDACTED] is \$18.82 and the current balance on account number [REDACTED] is \$6.48.

III. BACKGROUND

[REDACTED] is an SDO assigned to the [REDACTED] Her start date of employment with the Postal Service is [REDACTED]

Handbook F-15, Travel and Relocation, addresses Postal Service policy related to travel. Section 3-2.1 defines the Government Travel Card System as a program offered by the Postal Service in which an individual government travel card with automatic teller

machine (ATM) privileges is issued to designated employees for use while on official travel. The section contains a statement that reads, "Important: You may *not* use the government travel card for personal business." (Exhibit 1). Section 3-2.4 states that the cardholder is accountable for all charges made with the card. One of the responsibilities is to protect the card against unauthorized use. This section contains a statement which reads, "Reminder: The individual government travel card is for official travel only. Do *not* use it for personal business." (Exhibit 2).

GSA SmartPay is the name of the General Services Administration (GSA) program that provides travel, purchase and fleet charge card services and products for the government. The current contract for these card services is with Citibank. In November 2008, SmartPay 2 replaced SmartPay 1. All Postal Service employees who already had a Citibank travel card were issued a new Citibank travel card. Effective November 19, 2008, the new Citibank travel card program (SmartPay 2) was activated. The Citibank travel cards issued under the SmartPay 2 contract contain the following statement on the front of the card, "FOR OFFICIAL GOVERNMENT TRAVEL ONLY".

██████ had two different Citibank travel card account numbers assigned to her in 2008. Account number ██████ was issued under the SmartPay 1 contract and account number ██████ was issued under the SmartPay 2 contract.

IV. SUPPORTING DETAILS

On April 22, 2009, the RA received information from Acting FCS Manager ██████ alleging ██████ was using the government issued Citibank travel card for personal use.

On April 23, 2009, FCS Analyst ██████ provided the RA with a copy of an e-mail message regarding the government issued Citibank travel card issued to ██████ (Exhibit 3). The e-mail message actually consists of three messages. The first e-mail message is dated April 16, 2009, from ██████ in the message, ██████ was advised that representatives from Citibank's Collections Department attempted to contact the employee(s) about the status of their accounts, but the employee(s) refused to speak with the representatives. The balances of ██████ two Citibank accounts are included in the message. The balance of account number ██████ is listed as \$753.00. The balance of account number ██████ is listed as \$1,306.00. The second e-mail message is dated April 20, 2009, from ██████ to ██████ In the message, ██████

[REDACTED]

When asked if she was submitting her travel expense reports, [REDACTED]

[REDACTED]

On April 23, 2009, FCS Analyst [REDACTED] provided the RA with copies of monthly statements for the two government issued Citibank travel cards assigned [REDACTED]. Refer to Memorandum of Activity dated April 30, 2009, for further details. **(Exhibit 4)**. The monthly statements for account number [REDACTED] are dated November 18, 2008; December 18, 2008; and January 18, 2009. **(Exhibit 4, Attachment 1)**. A review of the statements revealed that between November 4, 2008, and November 17, 2008, [REDACTED] incurred charges totaling approximately \$1,521.16. The charges include two cash advances totaling \$400.00, cash advance fees totaling \$5.00, two Enterprise Rent-A-Car charges totaling \$372.86, a Dish Network charge of \$200.00 and an Eldorado Resorts Corp charge of \$543.30. The statements also show that payments totaling \$668.00 were posted to the account on December 15, 2008, and January 15, 2009. The account balance as of January 18, 2009, is listed as \$853.16.

The monthly statements for account no. [REDACTED] are dated January 18, 2009, and March 18, 2009. **(Exhibit 4, Attachment 2)**. A review of the statements revealed that between December 19, 2008, and January 5, 2009, as well as on March 16, 2009, [REDACTED] incurred charges totaling approximately \$1,063.32. The charges include three cash advances totaling \$800.00, cash advance fees totaling \$16.00 and charges at IKEA, Food4Less, Vons and Shell Oil totaling \$247.32. There are no payments posted to the account. The account balance as of March 18, 2009, is listed as \$1,063.32.

On May 5, 2009, Acting FCS Manager [REDACTED] provided the RA with additional copies of monthly statements for Citibank account number [REDACTED] assigned to [REDACTED]. Refer to Memorandum of Activity dated May 5, 2009, for further details. **(Exhibit 5)**. In summary, there are no charges posted on the statements dated January 18, 2008, February 18, 2008, March 18, 2008, and April 18, 2008. The statement dated January 18, 2008, shows a previous balance of \$119.91. It also shows that a payment of \$307.35 from "USPS St. Louis" was posted on December 31, 2007. The new balance is a credit of \$187.44. The statement dated April 18, 2009, shows [REDACTED] has a previous balance of \$853.16. A payment of \$100.00 was posted on April 6, 2009. [REDACTED] did not incur any new charges. The balance as of April 18, 2009, is \$753.16.

On June 25, 2009, the RA and Special Agent (S/A) [REDACTED] interviewed [REDACTED]. Refer to Memorandum of Interview dated July 1, 2009, for further details. **(Exhibit 6)**. Prior to asking [REDACTED] any questions, the RA advised [REDACTED] of her rights per Garrity. **(Exhibit 6, Attachment 1)** [REDACTED] signed the Acknowledgement of Rights and said she was willing to answer questions. [REDACTED] did not request a Union Representative. [REDACTED] provided the following information throughout the course of the interview:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The RA asked [REDACTED] if the Citibank travel card she received says "U.S. Postal Service" on it. [REDACTED] The RA asked [REDACTED] if she ever received any written correspondence from the Postal Service such as a letter or an e-mail message notifying her that she could use the Citibank travel card for personal expenses [REDACTED]

The RA asked [REDACTED] if any Postal Service Supervisor or Manager told her she could use the Citibank travel card for personal expenses. [REDACTED]

The RA asked [REDACTED] why she thought she could use the travel card for personal expenses just because she received a PIN for the card. [REDACTED]

The RA asked [REDACTED] if the Citibank employee told her she could use the travel card for personal expenses [REDACTED]

[REDACTED]

The RA reviewed the various charges that appeared on the monthly statements for the two Citibank travel cards in question. [REDACTED]

10. [REDACTED] has re-paid Citibank all of the money she owes. She made a schedule for Citibank to take money directly out of her paychecks. Citibank withheld money from [REDACTED] paychecks five times in the following amounts: \$300.00, \$359.00, \$359.00, \$359.00 and \$359.00. The current balance on the account is approximately \$16.00 for late fees. [REDACTED] has to send a money order to Citibank for the remaining balance.
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

At the conclusion of the interview, [REDACTED]

[REDACTED]

On July 10, 2009, the RA conducted a telephonic interview of [REDACTED]. [REDACTED] is the Senior Administrator for the Senior Plant Manager at the [REDACTED]. Refer to Memorandum of Interview dated July 14, 2009, for further details. (Exhibit 7). [REDACTED] stated that as part of her duties and responsibilities, she sends e-mail messages to all EAS employees and travel program coordinators for the [REDACTED] and Worldway Air Mail Center (WWAMC) regarding travel and training. As part of these e-mail messages, [REDACTED] sends periodic travel alerts regarding the proper use of the government issued Citibank travel card. In some of the e-mail messages, [REDACTED]

states that the Citibank card is not for personal use. She even provides examples of personal use. [REDACTED] confirmed that [REDACTED] is on the distribution list for the travel related e-mail messages. [REDACTED]

[REDACTED] Due to budget issues, there are no more out of town meetings.

On July 10, 2009 [REDACTED] forwarded several e-mail messages to the RA. These e-mail messages were sent by [REDACTED] to all EAS employees and travel program coordinators for [REDACTED] and WWAMC in 2008. Refer to Memorandum of Activity dated July 16, 2009, for further details. (Exhibit 8). The RA reviewed the e-mail messages and discovered statements relating to the proper use of the Citibank travel card. The following is a summary of some of the statements that were contained in the e-mail messages. The e-mail messages were sent between January 31, 2008, and November 25, 2008. (Exhibit 8, Attachments 1 through 13).

1. "As an EAS Traveler it is your responsibility to be abreast on all travel information via eMail, Postal Bulletins, Trip Manager (Daily Briefing) and eTravel Bulletins Boards." This statement appears in ten e-mail messages.
2. "Your Government Citibank VISA Card is for the sole use when you are in an Official Authorized Travel Status." This statement appears in ten e-mail messages. Slight variations of this statement appear in two additional e-mail messages.
3. "Your Government Citibank VISA Card is not for "Personal Use" such as: Need to get away; Extra Cash; Pay a Bill; A Romantic Evening; Flowers; Wide Screen TV; Car Rentals; Shopping Sprees etc. 'Buyer Beware Vendors Do Not Care About All They See is Plastic and Swipe'." This statement and a slight variation of this statement appear in two e-mail messages.
4. "Personal Purchases are not allowed at any time such as: Need extra cash, A Wide Screen TV; Pay a Bill; Need to get Away; A Romantic Dinner for Two; New Cell Phone, etc." This statement appears in one e-mail message.
5. "Personal Purchases are not allowed at any time such as: Need extra cash, A Wide Screen TV; Pay a Bill; Need to get Away; A Romantic Dinner for Two; New Cell Phone, Airfare, lodging for family and or friends, etc." This statement appears in eight e-mail messages. A slight variation of this statement appears in one additional e-mail message.

6. "Never carry your Government Citibank VISA on your person when not in an Official Authorized Travel Status keep in a safe place." This statement appears in four e-mail messages.
7. "EAS and Craft Personnel your VISA Card has many personal advantages. The default, misuse and delayed payment of your VISA Card will have an adverse effect." This statement appears in three e-mail messages.
8. "Reminder: There is no set Date, Time, Name, EIN, Cluster, Finance Number that an OIG Audit will take place. Any Security Breach you may be subject to disciplinary action." This statement appears in four e-mail messages. A slight variation of this statement appears in one additional e-mail message.
9. "It is important to remember that responsible management of this travel card is an employee responsibility, as is a goal or objective jointly agreed to with management." This statement appears in one e-mail message.

On July 15, 2009, FCS Analyst [REDACTED] provided the RA with a copy of the most recent monthly statements for the government issued Citibank travel cards assigned to [REDACTED]. The RA reviewed the statements and discovered the following:

1. The statement for account number [REDACTED] is dated May 18, 2009. (Exhibit 9). The current balance is listed as \$18.82. The balance of \$18.82 represents a late payment charge posted on April 24, 2009. The previous balance was \$753.16. A payment of \$300.00 was posted on April 27, 2009. A payment of \$468.11 was posted on April 29, 2009. A phone payment fee of \$14.95 was posted on April 29, 2009.
2. The statement for account number [REDACTED] is dated June 18, 2009. (Exhibit 10). The current balance is listed as \$359.70. The previous balance was \$1,006.44. A payment of \$300.00 was posted on May 27, 2009. A payment of \$353.22 was posted on June 10, 2009. A late payment charge of \$6.48 was posted on May 25, 2009. It should be noted that on July 10, 2009, FCS Analyst [REDACTED] left a message for the RA stating that the current balance is actually \$6.48. A payment was posted to the account on June 24, 2009.

V. DISPOSITION

In August 2009, this Report of Investigation was submitted to the District Manager, [REDACTED] Postal Service, for whatever administrative action deemed appropriate.

On October 21, 2009, Labor Relations Specialist [REDACTED] provided the RA with a copy of a Letter of Decision issued to [REDACTED] (Exhibit 11). The letter is dated October 16, 2009, and states that [REDACTED] is being issued a Letter of Warning in lieu of a 14-Day Suspension for misuse of the government issued travel card.

VI. EXHIBITS

1. Handbook F-15, Section 3-2.1, What It Is.
2. Handbook F-15, Section 3-2.4, Responsibilities of the Cardholder.
3. E-mail message provided by FCS Analyst [REDACTED]
4. Memorandum of Activity dated April 30, 2009, regarding monthly statements for Citibank account numbers [REDACTED] and [REDACTED].
5. Memorandum of Activity dated May 5, 2009, regarding monthly statements for Citibank account number [REDACTED].
6. Memorandum of Interview regarding an interview of [REDACTED] on June 25, 2009.
7. Memorandum of Interview regarding an interview of [REDACTED] on July 10, 2009.
8. Memorandum of Activity dated July 16, 2009, regarding travel related e-mail messages sent by [REDACTED] to EAS employees at the [REDACTED] and WWAMC.
9. Monthly statement for Citibank account number [REDACTED] dated May 18, 2009.
10. Monthly statement for Citibank account number [REDACTED] dated June 18, 2009.
11. Letter of Decision issued to [REDACTED]



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
SOUTHEAST AREA FIELD OFFICE**

MIAMI SUB-OFFICE
8400 NW 36th ST, SUITE 260
MIAMI, FL 33166

CASE #: 09UIMI0516FF17FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 28, 2008 TO January 15, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES: NA

DISTRIBUTION:

[REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 11/28/2008

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- III. BACKGROUND
- IV. DETAILS
- V. DISPOSITION
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I. PREDICATION

During October 2008, the United States Postal Service – Office of Inspector General (USPS-OIG), [REDACTED] Field Office, through an anonymous source, received information that [REDACTED] Custodian, [REDACTED] was submitting claims for reimbursement that were not accurate, resulting in undue payment to [REDACTED].

An investigation was required in order to develop evidence leading to possible criminal and/or civil prosecution under 18 USC 1001 (False Statements) or other civil/administrative proceedings as appropriate.

II. SYNOPSIS

[REDACTED] uses his personally-owned vehicle (POV) for work-related travel and submits claims for reimbursement from the USPS. For various trips taken between December 20, 2007 and September 25, 2008, [REDACTED] claimed more miles than actually travelled, based on his paperwork. During that span of time, [REDACTED] travelled 602.7 miles but claimed 804 to the USPS, a difference of \$117.76. [REDACTED] overestimated his total travel, for the period in question, by 25.04%, resulting in undue compensation.

III. BACKGROUND

[REDACTED] has been a USPS employee since [REDACTED] claims for reimbursement were made through PS Form 1164 and were then entered into E-Travel.

IV. SUPPORTING DETAILS

Allegation 1

[REDACTED] received \$117.76 in undue compensation by submitting inaccurate travel claims.

Allegation Findings

██████ submitted three claims for reimbursement for alleged travel between December 20, 2007 and September 25, 2008 (Exhibit 1). An anonymous source advised the Reporting Agent (RA) that ██████ was claiming excess miles, based on his reported travel.

The RA calculated the distance for all of ██████ claimed travel using an average from popular websites such as Google Maps, Mapquest, and Yahoo Maps. These websites offer a calculation of the actual "street" distance from one destination to another and can be replicated by any internet user. The RA then created a spreadsheet comparing ██████ claims to the actual miles travelled for all of his trips made during the period in question (Exhibit 2).

Based on the locations described on ██████ claim forms, ██████ claimed an excess of 201.3 miles, increasing the amount of his alleged reimbursement by 25.04% (\$117.76).

On November 26, 2008, the RA interviewed ██████ at the ██████ Branch ██████ was advised of his rights and signed the "Acknowledgement of Rights" form (Exhibit 3). ██████ was advised that he was being interviewed about discrepancies in his travel claims, namely his claimed mileage. ██████ was advised that in most of his entries, for travel with his POV, the miles travelled were overestimated. ██████ was shown, as an example, that he consistently claimed the distance from the ██████ Branch to the ██████ P&DC was eighteen (18) miles when it is actually fourteen (14) miles. ██████ stated ██████

V. DISPOSITION

On January 15, 2009, ██████, Labor Relations, advised the RA that ██████ "was put on notice" but that no further action would be taken.

VI. EXHIBITS

1. Copies of Travel Claims submitted by [REDACTED]
2. Spreadsheet detailing [REDACTED] Claims vs Actual Distance Travelled
3. Copy of Acknowledgement of Rights Form signed by [REDACTED]



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 09UINF4836FF03FF

CROSS REFERENCE #:

**TITLE: SUSPICIOUS PURCHASE
CARD CHARGE, [REDACTED]**

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM JULY 29, 2009 TO NOVEMBER 17, 2011

STATUS OF CASE: CLOSED/REFERRED to other AGENCY

SUMMARY OF INVESTIGATIVE ACTIVITY:

On July 28, 2009, Special Agent (SA) [REDACTED], United States Postal Service Office of Inspector General (OIG) spoke with [REDACTED] manager, [REDACTED] Post Office, [REDACTED] regarding a suspicious charge on her purchase card statement. While reviewing her credit card transactions, [REDACTED] noticed a charge from nTelos, a cell phone company, totaling \$1,046.20 on June 18, 2009. [REDACTED] she called nTelos, but the company was unable to provide details on the transaction. She then called U.S. Bank to dispute the charge. According to [REDACTED] U.S. Bank told her the card was not swiped, rather manually entered in a terminal or submitted by telephone or mail. The bank was unable to identify the items purchased at the time. [REDACTED] U.S. Bank was going to send her an affidavit to continue the dispute process. [REDACTED] asked [REDACTED] which employees had access to her credit card number. [REDACTED]

██████████ asked the T-6 employees if they were aware of the transaction, and they denied having knowledge of the nTelos charge.

On September 8, 2009, SA ██████████ sent an Inspector General subpoena to nTelos via Express Mail under label ██████████. The subpoena required nTelos to provide detailed information regarding a transaction in June 2009 in which a Postal Service purchase card was used.

On October 1, 2009, SA ██████████ received the documents from nTelos pursuant to the Inspector General subpoena. According to the records, ██████████ used the card to pay her cell phone with nTelos in June 2009.

On October 13, 2009, SA ██████████ received a wage report from Investigative Analyst ██████████. Following a subpoena to nTelos, SA ██████████ learned ██████████ used a Postal Service purchase card to pay her cell phone bill. Documents indicated ██████████ name was on the purchase card. SA ██████████ requested a wage report to determine if the two individuals had any connection to the Postal Service. According to the wage report, ██████████

On November 17, 2009, SA ██████████ and SA ██████████ attempted to interview ██████████ at their residence located at ██████████ spoke with ██████████

██████████ The agents then went to the ██████████ another place where ██████████ may have once worked. The store manager stated ██████████

On November 19, 2009, SA ██████████ and SA ██████████ made a second attempt to interview ██████████ at their residence. SA ██████████ spoke with ██████████ who indicated ██████████

employee, responded to an earlier subpoena regarding this account. As a result, SA [REDACTED] chose to hand deliver the subpoena to [REDACTED] at her office in [REDACTED]

On January 20, 2010, SA [REDACTED] received the a spreadsheet from nTelos Custodian of Records [REDACTED] in response to an Inspector General subpoena issued to the cellular phone company. The spreadsheet contains call logs for June 2009 for a cell phone account, which received a credit from a Postal Service purchase card in June 2009. SA [REDACTED] informed [REDACTED] that additional information was required including text messages and payment records. [REDACTED] nTelos did not retain text messages, and she was contacting the billing department to get information on the methods of payment for the account.

On March 24, 2010, SA [REDACTED] received additional documents from nTelos Custodian of Records [REDACTED] in response to the Inspector General subpoena. The documents reveal that the cell phone account was paid using several other methods of payment in addition to the Postal Service credit card including a draft from a [REDACTED] Federal Credit Union bank account, a Bank of America Visa credit card, and a Suntrust Bank Visa credit card. SA [REDACTED] confirmed there are multiple fraudulent charges on the Suntrust card, which was terminated in September 2009. Between March 24, 2010 and April 12, 2010, SA [REDACTED] contacted the banking institutions to obtain details on the fraudulent activity. Below is a summary of the information:

On March 30, 2010, SA [REDACTED] spoke with [REDACTED] Federal Credit Union employee [REDACTED] said the \$384.85 draft on a checking account in July 2009 for the nTelos account was not authorized by the account holder, [REDACTED] who does not have a cell phone. [REDACTED] said the account holder does write a lot of checks. [REDACTED]

- On April 5, 2010, SA [REDACTED] received a fax from Bank of America and learned that the debit card belongs to [REDACTED]. Two nTelos charges were billed to the card in November 2009, one for \$1,493.87 and the other for \$100.00.
- On April 12, 2010, SA [REDACTED] received a fax from Suntrust Bank and learned that the credit card used to pay the nTelos bill belonged to [REDACTED]. Between August and September 2009, four nTelos transactions were made; one on August 19th for \$409.85, two on August 21st, \$173.24 and \$50.00, and one on September 2nd for \$284.50. The

card was also used in a [REDACTED] transaction for \$350.00 on August 21, 2009.

On April 2, 2010, SA [REDACTED] met with Detective [REDACTED] Police Department, regarding this case. SA [REDACTED] reviewed the details of the investigation thus far and provided some of the subpoenaed documents from the fraudulent nTelos account. [REDACTED] was very interested in continuing to investigate the case to determine the extent of fraudulent activity on the nTelos account and possibly other areas. [REDACTED] asked SA [REDACTED] to provide a brief narrative of the case, which SA [REDACTED] agreed to do. [REDACTED] said he would brief his partner, Detective [REDACTED], and get back with SA [REDACTED] in the near future. SA [REDACTED] explained to [REDACTED] that he expected some additional information regarding the fraudulent charges on the Bank of America debit card and Suntrust Bank credit card in the following week. [REDACTED] was interested in taking the lead in the investigation and considered shopping it to a task force. [REDACTED] agreed to keep SA [REDACTED] involved in the investigation.

On May 18, 2010, SA [REDACTED] met with Manager of Customer Service Operations [REDACTED] Processing and Distribution Center (P&DC) regarding [REDACTED] purchase card transactions. [REDACTED] provided SA [REDACTED] with a yearly summary [REDACTED] purchase card transactions. The purchase data will be cross-referenced with transaction information from other victims in an attempt to identify the origin of the comprise of the credit card accounts.

Also, on May 18, 2010, SA [REDACTED] spoke with Postal Inspector [REDACTED] and updated him on the case developments thus far. SA [REDACTED] told Inspector [REDACTED] that [REDACTED] Police were currently leading the investigation. Previously, during the fall of 2009, SA [REDACTED] informed Inspector [REDACTED] of the investigation to determine if the Inspection Service wanted to join, which he declined to at that point.

Since referring the case to the [REDACTED] Police Department in April 2010, SA [REDACTED] routinely checked in with the detectives to determine the progress of the case. At last update in August 2011, the detectives were planning to talk to the victims. Given the slow response of the detectives and SA [REDACTED] new contract fraud assignment, SA [REDACTED] intends to close the case and reopen if necessary.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

P. O. BOX 58319
NEW ORLEANS, LA 70158-8319

CASE #: 09UINO1993FF02FF

CROSS REFERENCE #: 09SNO3708

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM February 13, 2009 TO March 11, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

None

DISTRIBUTION:

PREPARED BY: SA [REDACTED]

DATE: 5/11/2009

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

This investigation was initiated subsequent to receipt of information indicating that [REDACTED], Mail Processing Clerk, [REDACTED] Main Post Office, [REDACTED] was using her Citibank Visa travel credit card to make personal purchases while not in a travel status.

II. SYNOPSIS

Investigation determined that during the months of November and December 2008, [REDACTED] took cash advances and made personal purchases totaling \$1,656.84 using her Citibank Visa travel card.

III. BACKGROUND

[REDACTED] is a Mail Processing Clerk at the [REDACTED] Main Post Office. [REDACTED] entered on duty [REDACTED]

IV. SUPPORTING DETAILS

On January 26, 2009, Reporting Agent (RA) received information from the Finance Department, [REDACTED] District, regarding potential misuse of the Government Visa travel card by employee [REDACTED]. A copy of a letter dated January 24, 2009, addressed to [REDACTED], Postmaster, [REDACTED] Main Post Office, from [REDACTED], Finance Manager, [REDACTED] District, was forwarded to RA, along with a copy of the December 2008 charges incurred by [REDACTED] on the Government Visa card assigned to her.

RA requested a history of [REDACTED] purchases with the Government Visa card. Research revealed that [REDACTED] used the Visa card in November and December of 2008 for cash advances and personal charges totaling \$1,656.84.

On February 11, 2009, RA and Special Agent (SA) [REDACTED] interviewed [REDACTED], Mail Processing Clerk, [REDACTED] regarding her use of a Government Citibank credit card. Prior to any questioning, [REDACTED] was apprised of the official identity of RA and SA [REDACTED] read and signed a Garrity Acknowledgment of Rights Form. [REDACTED] then stated the following:

[REDACTED]

[REDACTED]

RA showed [REDACTED] a copy of two months worth of statements. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] was shown a SmartPay2 Government Visa travel card and she [REDACTED]

[REDACTED] RA pointed out to [REDACTED] that the SmartPay2 Visa cards state "For Official Government Travel Only" on the face of the card.

[REDACTED]

A Memorandum of Interview was prepared [REDACTED] provided a sworn handwritten statement which was included as an attachment to the Memorandum of Interview.

V. DISPOSITION

This Report of Investigation dated March 11, 2009, along with attached Exhibits, was presented to Postal Management for action deemed appropriate.

On April 21, 2009, RA received notice from [REDACTED] Manager Distribution Operations, [REDACTED], that a Notice of Removal had just been issued this morning to [REDACTED]. This removal is effective May 29, 2009.

This investigation is closed.

VI. EXHIBITS

See Report of Investigation dated March 11, 2009 for Exhibits.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
SOUTHEAST AREA FIELD OFFICE
NASHVILLE SUB-OFFICE
P.O. BOX 1027
BRENTWOOD, TN 37024**

CASE #: 09UINS5179FF03FF

CROSS REFERENCE #: 09UINS0141FF04FF

TITLE:

**[REDACTED]
[REDACTED] - UNAUTHORIZED USE OF
GOVERNMENT CREDIT
CARD**

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM August 24, 2009 TO January 20, 2010

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

None

DISTRIBUTION:

Case File

PREPARED BY: SA [REDACTED]

DATE: 1-20-2010

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RESTRICTED INFORMATION

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I. PREDICATION

On August 24, 2009, information was received from USPS Manager Post Office Operations [REDACTED] regarding unauthorized charges on a government credit card assigned to Postmaster [REDACTED]. [REDACTED] estimated the charges at about \$100. She said the charges were for gasoline and that [REDACTED] should not have a reason to purchase gas using a government credit card.

Investigative efforts provided additional indicators of fraudulent use of the government credit card assigned to [REDACTED]. On September 18, 2009, the OIG received information on charges for the last two months which totaled \$420.36. [REDACTED] had made a payment of \$249.14 for an outstanding balance of \$171.22.

II. SYNOPSIS

The OIG investigation determined the [REDACTED] Office was over by \$.51 in its overall financial position as of September 21, 2009 after the following audits:

Unit Reserve Stock:	Short by \$3,676.40
Retail Floor Stock:	Over by \$3,670.91
Unit Cash Reserve:	Over by \$6.00

The investigation revealed [REDACTED] failed to correctly perform his management duties pertaining to the accountability. Specifically he failed to:

- Complete proper documentation for transfers of stamp stock within the Post Office.
- Properly secure blocks of money orders, cash and stamp stock of the office.
- Safeguard Point of Sale (POS) passwords and keys to safe compartments.

The investigation further determined that [REDACTED] made unauthorized personal charges on his government credit card.

III. BACKGROUND

[REDACTED] has been employed by the USPS since [REDACTED]

IV. SUPPORTING DETAILS

On August 24, 2009, SA [REDACTED] received information regarding unauthorized charges on a government credit card assigned to [REDACTED]. On September 18, 2009, additional charges were noted on the government credit card.

On September 21, 2009, Agents [REDACTED] along with Postmasters [REDACTED] performed an audit of the [REDACTED] Post Office. The audit of the office found that the overall financial position of the office was \$.51 cents over. However, there was a shortage in the unit reserve stock of (\$3,676.40), and an overage in the retail floor stock of \$3,670.91. The audit of the unit cash reserve showed an overage of \$6.00. Photocopies of POS ONE Reports for each audit are attached as Exhibits 1, 2 and 3 respectively.

On September 21, 2009, SAs [REDACTED] interviewed [REDACTED] at the [REDACTED] Post Office. [REDACTED]

[REDACTED] Agents asked him if he had been paid twice for the gasoline if he used the government credit card to buy the gas and then claimed reimbursement for the mileage. [REDACTED]

Agents showed [REDACTED] a list of charges on his credit card during August and September of 2009 (Exhibit 4). [REDACTED]

[REDACTED] A Memorandum of Interview was prepared and a photocopy is attached as Exhibit 5.

DISPOSITION

On October 1, 2009, a Report of Investigation was submitted to postal management.

On November 30, 2009, postal management issued a Letter of Warning to [REDACTED]

V. EXHIBITS

1. Photocopy of POS ONE Report, Unit Reserve Stock dated September 21, 2009.
2. Photocopy of POS ONE Report, Retail Floor Stock dated September 21, 2009.
3. Photocopy of POS ONE Report, Unit Cash Reserve dated September 21, 2009.
4. Photocopy of a chart showing Credit Card Charges for August/September 2009 on [REDACTED] card.
5. Photocopy of a Memorandum of Interview from the interview of [REDACTED] on September 21, 2009.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

P.O. Box 8691
Trenton, NJ 08650-8691

CASE #: 09UINY0918FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 28, 2007 TO December 18, 2008

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED] International & Bulk Mail Center

[REDACTED], Human Resources, [REDACTED] Metro Area

PREPARED BY: SA [REDACTED]

DATE: 12/18/2008

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- I. PREDICATION

[REDACTED], Manager [REDACTED] Operations, [REDACTED] contacted the United States Postal Service, Office of Inspector General in October 2008 regarding questionable purchases that had been charged to the SmartPay purchase card issued to [REDACTED]. [REDACTED] is a supervisor of [REDACTED] operations at the [REDACTED].

An inquiry of the Enterprise Data Warehouse conducted by the reporting agent confirmed purchases appearing to be personal in nature were charged to [REDACTED] SmartPay purchase card.

II. SYNOPSIS

The investigation has disclosed [REDACTED] has used his SmartPay purchase card for personal use. In an interview conducted by the reporting agent on December 9, 2008, [REDACTED]

Since June 2008, personal expenses totaling \$7,937.95 have been charged to that account. [REDACTED]

III. BACKGROUND

[REDACTED]

Records obtained from postal management at the [REDACTED] [REDACTED] received a web-based training course on September 26, 2006 that involved the SmartPay Purchase Card Program. That course included ethical guidelines and local buying procedures. He signed that record on October 25, 2006, which delegated to him local buying authority (exhibit 1).

A review of Handbook AS-709, Credit Card Policies and Procedures for Local Buying, conducted by the reporting agent disclosed the following:

- The United States Postal Service is a participating member of the General Services Administration credit card program known as the SmartPay Purchase Card Program. As such, purchase cards are issued to designated postal employees by US Bank, Minneapolis, MN for the purchase of local goods.
- The Postal Service Accounting Service Center in San Mateo, CA pays US Bank in a single payment once each month for all goods and services expensed to the purchase cards issued to all designated postal employees. The cardholder does not pay any vendor for items purchased with the SmartPay purchase card.
- Section 311 of the aforementioned handbook prohibits any cardholder from making any personal purchases with their government issued SmartPay purchase card.

IV. DETAILS

Allegation 1

[REDACTED] has embezzled funds from the United States Postal Service using his SmartPay purchase card.

On October 28, 2008, the reporting agent and Special Agent [REDACTED] met with [REDACTED], Manager, [REDACTED] Operations, [REDACTED]. [REDACTED] reported suspicious activity had been noted on the SmartPay purchase card

issued to [REDACTED]
[REDACTED]

The reporting agent queried the Enterprise Data Warehouse (EDW), which disclosed a list of purchases made by [REDACTED] during fiscal years 2006-2008. Review of that list indicated all of those expenses up until June 2008 appeared to be for official use. Since June 11, 2008, however, all of the expenses listed in EDW appeared to be personal in nature. Two vendors appearing on that list since June 11, 2008 were [REDACTED]
[REDACTED]

On December 9, 2008, the reporting agent contacted [REDACTED] President, [REDACTED] Chevrolet. [REDACTED] stated [REDACTED] had his personal car serviced at [REDACTED] Chevrolet on July 11, 2008, August 8, 2008 and September 10, 2008 and paid for that service with his government issued SmartPay purchase card. He provided copies of those charge receipts and the corresponding billing invoices (exhibit 2a,b; 3a,b; 4a,b).

On December 9, 2008, the reporting agent contacted [REDACTED] Self Storage. [REDACTED] who identified herself as the manager of that facility, confirmed [REDACTED] had paid his storage rental fees with his government issued SmartPay purchase card. She provided a copy of his rental agreement (exhibit 5).

On December 9, 2008, the reporting agent and Special Agent [REDACTED] interviewed [REDACTED] relative to the expenses that had been charged to his government issued SmartPay purchase card. Before the agents questioned [REDACTED] they advised him of his Garrity rights, and he signed an Acknowledgement of Rights (Exhibit 6). During the interview, [REDACTED]

[REDACTED] The reporting agent reviewed with [REDACTED]
[REDACTED]

[REDACTED] The total of those expenses is \$7,937.95. A memorandum of interview is attached (exhibit 8). He provided a sworn written statement (exhibit 9).

Agents then escorted [REDACTED] to his office [REDACTED]
[REDACTED]

[REDACTED] Review of that folder by the reporting agent did disclose receipts to support all of the purchases that were charged to his SmartPay card between 2006 and June 2008.

V. DISPOSITION

[REDACTED] was placed on emergent suspension from his position at the [REDACTED]. This case will be presented for prosecution to the United States Attorney's Office [REDACTED].

VI. EXHIBITS

No. 1: SmartPay Purchase Card Accountability Acknowledgement.

No. 2a,b: [REDACTED] Chevrolet Credit slip and service invoice, 7/11/08.

No. 3a,b: [REDACTED] Chevrolet credit slip and service invoice, 8/8/08.

No. 4a,b: [REDACTED] Chevrolet credit slip and service invoice, 9/10/08.

No. 5: [REDACTED] Self Storage rental agreement.

No. 6: Acknowledgement of Rights.

No. 7: EDW Report listing personal expenses.

No. 8: Memorandum of Interview of [REDACTED].

No. 9: Sworn Written Statement [REDACTED].



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

PHOENIX RESIDENT OFFICE
4949 E. VAN BUREN
PO BOX 66997
PHOENIX, AZ 85082

CASE #: 09UIPZ4106FF03FF

CROSS REFERENCE #:

**TITLE: FRAUDULENT USE OF
POSTAL IMPAC CARDS,**

[REDACTED]

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM 7/09/2009 TO 07/21/10

STATUS OF CASE: CLOSED INVESTIGATION UNFOUNDED

SUMMARY OF INVESTIGATIVE ACTIVITY:

On June 23, 2009, the United States Postal Service Office of Inspector General (USPS-OIG), [REDACTED] Resident Office, received information from Postal Headquarters stating several International Merchant Purchase Authorization Cards (IMPAC) credit cards had been compromised and used to make numerous unauthorized purchases.

Analyses of the documentation shows that over (100) unauthorized purchases were made between May 14, 2009, and June 20, 2009. Many of these transactions were made within the State of [REDACTED].

US Bank was the issuing bank for the IMPAC cards. The US Bank investigators stated the cards that had been affected were in a block of numbers issued by the bank. US Bank stated they believed the cards were compromised via an internet tool to fraudsters that predicts credit card numbers.

US Bank provided reports showing the fraudulent charges. Unfortunately most of the reports were untimely so limited evidence was gathered concerning the charges. Subpoena's were served in this case to gather additional information but were returned with negative results. There was no indication the information was being compromised by a Postal employee.

Due to the lack of evidence in this case, the case is being closed.

PREPARED BY:

DATE: 07/21/2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

P.O. BOX 44085
SHREVEPORT, LA 71134-4085

CASE #: 09UISH0158FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 7, 2008 TO October 15, 2008

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

DISTRIBUTION:

[REDACTED]

[REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 10/15/08

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I. PREDICATION

On October 7, 2008, Reporting Agent (RA) received information concerning [REDACTED], Processing and Distributions Center (P&DC), [REDACTED] from the [REDACTED] District Finance, [REDACTED]. The information alleged that [REDACTED] might have used her government issued Citibank card for purposes other than for official business.

II. SYNOPSIS

The investigation determined that [REDACTED] used her government issued card to obtain cash advances that were not associated with travel. The cash advances were used to pay personal expenses. During an Office of Inspector General (OIG) interview, [REDACTED] admitted to the unauthorized usage.

III. BACKGROUND

[REDACTED] is currently employed as a Manager, Distribution Operations for the P&DC located in [REDACTED]. The U.S. Postal Service has employed [REDACTED] since [REDACTED].

IV. SUPPORTING DETAILS

On October 9, 2008, RA reviewed information received from the [REDACTED] District Finance, [REDACTED]. The information alleged that [REDACTED] might have used her government issued Citibank card for purposes other than for official business. The printout listed transactions, which included cash advances. The advances were not associated with travel. (Exhibit 1)

On October 9, 2008, RA and Special Agent (SA) [REDACTED] interviewed [REDACTED] regarding an allegation that [REDACTED] might have used her government issued Citibank card for purposes other than for official business. Prior to asking her any questions, [REDACTED] was provided with a United States Postal Service, OIG, Acknowledgement of Rights form. [REDACTED] initialed and signed the form indicating that she understood her rights.

[REDACTED] reviewed a printout from the [REDACTED] District Finance, which showed her card transactions. [REDACTED]

[REDACTED]

In 2007, [REDACTED]

[REDACTED] (Exhibit 2)

On October 14, 2008, RA received several travel vouchers from [REDACTED]. The vouchers verified that [REDACTED] was on travel status within the last year. From August 2007 until present, the amount of the vouchers totaled approximately \$4,099. According to a [REDACTED] District Finance printout, the total amount paid on the card for the last year was approximately \$5,353. This information confirms [REDACTED] admission that she averaged \$100 to \$200 of personal expenses per month on her government card since January 2008. (Exhibit 3)

On October 14, 2008, RA received a written statement from [REDACTED]. According to the statement [REDACTED]

V. DISPOSITION

The Report of Investigation, along with exhibits, will be presented to Postal Service management for administrative action as deemed appropriate.

VI. EXHIBITS

1. Memorandum of Activity, Review of finance printout, dated October 9, 2008.
2. Memorandum of Interview, [REDACTED], dated October 9, 2008.
3. Memorandum of Activity, Review of travel vouchers, dated October 14, 2008.
4. Memorandum of Activity, Written statement of [REDACTED], dated October 14, 2008.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

PACIFIC AREA FIELD OFFICE
OAKLAND CIVIC CENTER
201 13th STREET, ROOM 103B
OAKLAND, CA 94612-9991

CASE #: 09UISM2270FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM March 3, 2009 TO April 14, 2009

STATUS OF CASE: CLOSED PENDING (JUDICIAL)

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED] U.S. Attorney's Office, Northern District
California

PREPARED BY: [REDACTED]

DATE: 4-14-2009

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On March 4, 2009, the reporting agent (RA) met with Postmaster [REDACTED] [REDACTED] Post Office, regarding an allegation that Transitional Employee (TE) [REDACTED] submitted false PS Forms 1164, Claim for Reimbursement for Expenditures on Official Business. The Postal Service reimbursed [REDACTED] for each of the PS Forms 1164 he submitted.

On March 4, 2009, [REDACTED] and the RA reviewed 12 PS Forms 1164 dated October 27 through December 20, 2008, submitted by [REDACTED] (Exhibit 1). The review disclosed that several entries were duplicate claims. [REDACTED] also submitted claims for dates he did not work.

II. SYNOPSIS

Investigation identified 12 questionable PS Forms 1164 submitted by [REDACTED] from October through December 2008, which totaled approximately \$3,625.48.

On March 4, 2009,

On April 7, 2009, the RA completed an analysis of [REDACTED] EOD date, training records, Time and Attendance Collection System (TACS) clock rings, daily schedules, Automated Vehicles Utilization System (AVUS) records and the 12 PS Forms 1164 [REDACTED] submitted during the period October through December 2008. The 12 PS Forms 1164 totaled approximately \$3,625.48. Of the \$3,625.48 [REDACTED] was reimbursed, analysis revealed [REDACTED] was not entitled to reimbursement of approximately \$3,386.22.

III. BACKGROUND

_____ began his Postal Service employment at the _____ Post Office on _____, at a Transitional Employee – City Carrier.

Allegation 1: [REDACTED] prepared and submitted multiple false PS Forms 1164 and received payment for alleged authorized postal-related travel.

On March 3, 2009, the RA subsequently reviewed the [REDACTED] Post Office daily financial records for the dates in which there was activity in AIC 538 and identified twelve PS Forms 1164 submitted by [REDACTED] for the period October through December 2008 (Exhibit 1).

On March 4, 2009, the RA and Special Agent (SA [REDACTED]) interviewed [REDACTED] regarding the allegation that [REDACTED] submitted false PS Forms 1164 and subsequently received payment for the alleged travel (Exhibit 3). [REDACTED] explained

One training

site was located at the [REDACTED] Processing and Distribution Center (P&DC), [REDACTED]
[REDACTED], and the other site was located at the [REDACTED]
[REDACTED]

As a TE - City Carrier, [REDACTED] was occasionally asked to drive his personal vehicle to deliver the mail. When this occurred, [REDACTED] was eligible for reimbursement for his mileage.

In order to be reimbursed for his mileage [REDACTED] completed a PS Form 1164 and submitted the form either to a supervisor or to the Postmaster for approval to be reimbursed. Once reimbursement was approved, any SSA working at the window unit paid [REDACTED].

[REDACTED] showed the RA an in-house worksheet referred to as the "daily schedule." It was used in the city delivery section and completed daily by the supervisors to inform the city carriers of their schedules the following day. The worksheet identified the letter carriers, TEs and Part-Time Flexible (PTF) clerks and the route(s) they were assigned to deliver. [REDACTED] and the RA reviewed several daily schedules to determine the routes [REDACTED] carried. [REDACTED] and the RA compared the worksheets with a preliminary spreadsheet the RA prepared using the travel dates from the PS Forms 1164 [REDACTED] submitted and received reimbursement, [REDACTED] clock rings and his Employee Training History Report.

[REDACTED] and the RA reviewed 12 PS Forms 1164. [REDACTED]
[REDACTED]
[REDACTED]

On March 4, 2009, the RA and SA [REDACTED] interviewed [REDACTED] Supervisor, Customer Service, [REDACTED] Post Office, regarding the allegation that [REDACTED] submitted false PS Forms 1164 (Exhibit 4). The RA and [REDACTED] reviewed 11 PS Forms 1164 submitted by [REDACTED] identified his signature in the "Approving Official" section on the November 12, 2008, PS Form 1164 (Exhibit 4, Attachment 1). [REDACTED] identified his handwriting on the form and initialed beside it. Referring to the mileage claimed on November 10, 2008, to 1750 [REDACTED] remembered [REDACTED] discussed driving first class mail to the [REDACTED] P&DC because the mail missed the truck at the [REDACTED] Post Office. [REDACTED]
[REDACTED]

On March 4, 2009, the RA and SA [REDACTED] interviewed [REDACTED] Supervisor, Customer Service [REDACTED] Post Office, regarding the allegation that [REDACTED] submitted false PS Forms 1164 (Exhibit 5). [REDACTED] showed the RA [REDACTED] PS Form 2548, Individual Training Record, maintained at the [REDACTED] Post Office and the "Carrier Academy Instructor's Check List" from training [REDACTED] received in September 2008 (Exhibits 6 and 7). Review of the Instructor's Check List disclosed the instructor initialed and dated it on September 8 and 10, 2008, and [REDACTED] initialed and dated it on September 10, 2008.

The RA informed [REDACTED] there were no clock entries for [REDACTED] on September 10, 2008, in the TACS; however, the Carrier Academy Instructor's Check List supported [REDACTED] travel claim that he was in training that day. [REDACTED]

The RA and [REDACTED] reviewed 10 PS Forms 1164 submitted by [REDACTED] identified his signature in the "Approving Official" section on the October 27, 2008, November 13, 2008, December 1, 2008, December 4, 2008 and December 20, 2008, PS Forms 1164 (Exhibit 5, Attachment [REDACTED] identified his handwriting on the forms and initialed beside it.

The RA asked [REDACTED] if he discussed the PS Forms 1164 he approved with [REDACTED]

On March 4, 2009, incident to interview, [REDACTED] provided the RA with copies of [REDACTED] PS Form 2548 and "Carrier Academy Instructor's Check List" (Exhibits 6 and 7). The PS Form 2548 documented [REDACTED] received training on August 18, 19, 21, 22 and 29, 2008, and September 8, 9 and 10, 2008 (Exhibit 6). [REDACTED] also provided a copy of a September 25, 2008, "TACS AdjustPay Adjustment Certification" form with an attachment (Exhibit 8). Review of the pay adjustment documentation disclosed [REDACTED] requested an adjustment for [REDACTED] pay for pay period (PP) 19, week 2, stating, "10 hrs of training not entered in error car." Review of the attached clock rings disclosed the request was to adjust [REDACTED] September 8, 2008, end tour from 1:30 p.m. to 3:30 p.m. and to add eight hours (7:00 a.m. - 3:30 p.m.) with a half hour for lunch for September 10, 2008.

Later on March 4, 2009, [REDACTED] provided the RA with a copy of a November 10, 2008, "Transporting Late Collection Mail to the Plant" form (Exhibit 9). Review of the form disclosed [REDACTED] traveled to the [REDACTED] P&DC in his personal vehicle. The form supported [REDACTED] claim for reimbursement for November 10, 2008, travel from the [REDACTED] Post Office to [REDACTED] and the return travel.

On March 4, 2009, the RA and SA [REDACTED] interviewed [REDACTED] (Exhibit 10). The SAs identified themselves, presented their credentials and explained the purpose of the interview was to ask [REDACTED] questions regarding his local travel claims. After the RA and SA [REDACTED] identified themselves, [REDACTED] was provided with his Garrity Rights per the U. S. Postal Service Office of Inspector General "Acknowledgement of Rights" form (Exhibit 11). [REDACTED] initialed and signed the form indicating that he was willing to be interviewed.

[REDACTED] attended training at the [REDACTED] P&DC, which was eight hours a day for five days (one week). Approximately one and a half weeks later, in September 2008, he attended a three-day training class at the [REDACTED] Station, referred to as the "Academy."

[REDACTED]

The RA asked [REDACTED] how he obtained the PS Form 1164. [REDACTED]

[REDACTED]

The RA and [REDACTED] reviewed the 12 PS Forms 1164 [REDACTED] submitted and for which he was paid. [REDACTED]

[REDACTED]

Regarding the October 27, 2008, PS Form 1164, [REDACTED]

[REDACTED]

[REDACTED]

Regarding the November 12, 2008, PS Form 1164, [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Regarding the December 4, 2008, PS Form 1164, [REDACTED]

[REDACTED]

[REDACTED]

The RA asked [REDACTED] how he determined the dates for his training-related mileage and his mileage from delivering the mail. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] and the RA reviewed [REDACTED] PS Forms 1164 previously discussed. The RA advised [REDACTED] that his Entered on Duty (EOD) date with the Postal Service was

August 18, 2008. The review of his October 27, 2008, PS Form 1164, disclosed that [REDACTED] claimed he was entitled to mileage for seven dates of travel to and from [REDACTED] P&DC) and mileage for one date of travel to and from the [REDACTED] Station with dates preceding his EOD date. [REDACTED] could not provide the dates he traveled for his fingerprint appointment and drug/vision/hearing tests. [REDACTED]

Review of the November 12, 2008, PS Form 1164 disclosed [REDACTED] claimed he was entitled to mileage for one date preceding his EOD date. He claimed he used his personal vehicle to deliver mail on October 20 and 21, 2008, and November 4, 2008, which were dates he did not work. [REDACTED]

Review of the November 13, 2008, PS Form 1164 disclosed [REDACTED] claimed he was entitled to mileage for three dates preceding his EOD date.

Review of the December 1, 2008, PS Form 1164 disclosed [REDACTED] submitted a duplicate request for mileage for November 10, 2008, which was previously paid. He claimed he used his personal vehicle to deliver mail on November 18 and 27, 2008, which were dates he did not work.

The December 3, 2008, PS Form 1164 disclosed [REDACTED] claimed he was entitled to mileage for four dates preceding his EOD date. [REDACTED] had previously claimed two of the dates on the October 27, 2008, PS Form 1164, and had already received payment.

The December 4, 2008, PS Form 1164 disclosed [REDACTED] claimed he was entitled to mileage for five dates he did not work. [REDACTED] had previously claimed mileage for one date on the November 12, 2008, PS Form 1164, and had already received payment.

The December 10, 2008, PS Form 1164 disclosed [REDACTED] claimed he was entitled to mileage on a Sunday preceding his EOD date. [REDACTED] had previously claimed mileage for this date on the December 3, 2008, PS Form 1164, and had already received payment. [REDACTED]

[REDACTED]

[REDACTED]

The December 20, 2008, PS Form 1164 disclosed [REDACTED] claimed mileage for four dates to and from [REDACTED] had previously claimed mileage for two of the dates on the December 16, 2008, PS Form 1164, and had already received payment, [REDACTED]

[REDACTED] provide a sworn written statement (Exhibit 12).

On March 9, 2009, the RA interviewed SSA [REDACTED] Main Post Office, regarding the PS Form 1164 she processed and issued a no-fee Postal Service money order to [REDACTED] (Exhibit 13). [REDACTED]

[REDACTED] issued no-fee Postal Service money order # [REDACTED] in the amount of \$692.82. [REDACTED]

[REDACTED] reviewed the Customer Receipt portion of the money order with the RA and stated the handwriting was the [REDACTED] employee's handwriting.

On March 12, 2009, the RA interviewed [REDACTED] Human Resources Office, [REDACTED] P&DC, regarding the hiring process for TEs (Exhibit 15). [REDACTED] stated applicants were not reimbursed for mileage related to the hiring process; therefore, applicants did not submit PS Forms 1164. Applicants were reimbursed up to \$40.00 for a fingerprint fee. Applicants were not reimbursed for mileage incident to obtaining their fingerprints. Applicants were not reimbursed the \$5.00 charge for the DMV Form H-6, which was a

ten-year driving history. Applicants were not charged for the drug, hearing and vision screenings. The [REDACTED] Human Resources office did not send applicants for screenings in [REDACTED]

On March 16, 2009, [REDACTED] provided the RA with eight PS Forms 1261, Nontransactor Report (Exhibit 16). The PS Forms 1261 documented [REDACTED] training hours for the periods August 18 through 22, 2008, August 29, 2008, and September 8 and 9, 2008.

On April 6, 2009, the RA received a copy of Postal Service money order # [REDACTED] issued to [REDACTED] for reimbursement of his December 17, 2008, PS Form 1164 (Exhibit 17). The money order was payable to [REDACTED] in the amount of \$692.82.

On April 7, 2009, the RA completed an analysis of [REDACTED]' EOD date, training records, Time and Attendance Collection System (TACS) clock rings, daily schedules, Automated Vehicles Utilization System (AVUS) records and the 12 PS Forms 1164 [REDACTED] submitted during the period October through December 2008 (Exhibits 18 and 19). The 12 PF Forms 1164 totaled approximately \$3,625.48. Of the \$3,625.48 [REDACTED] was reimbursed, analysis revealed [REDACTED] was not entitled to reimbursement of approximately \$3,386.22 (Exhibit 19).

V. DISPOSITION

On March 4, 2009, incident [REDACTED] interview, the RA verbally presented the investigative findings to [REDACTED]. Postal Service management subsequently placed [REDACTED] in an Emergency Placement status.

This Report of Investigation is referred to U.S. Postal Service management for action deemed appropriate.

On April 8, 2009, the RA submitted an OIG Amended PS Form 2091, Flag-Possible Set-Off Action, to the Accounting Service Center, Eagan, MN, notifying them to withhold \$2,977.61, incident to the OIG investigation on [REDACTED] for theft of postal funds. On April 7, 2009, [REDACTED] provided the RA a copy of [REDACTED] March 20, 2009, paycheck of \$408.61 withheld pending the outcome of the OIG investigation; therefore, the RA computed the amount of the set-off action as \$2,977.61: \$3,386.22, total loss to the Postal Service, minus \$408.61, [REDACTED] March 20, 2009, paycheck.

VI. EXHIBITS

1. 12 PS Forms 1164 dated October 27 through December 20, 2008
2. [REDACTED] Employee Training History Record
3. Memorandum of Interview, [REDACTED], March 4, 2009, with attachment
4. Memorandum of Interview, [REDACTED], March 4, 2009, with attachment
5. Memorandum of Interview, [REDACTED], March 4, 2009, with attachment
6. [REDACTED] PS Form 2548, Individual Training Record,
7. Carrier Academy Instructor's Check List for [REDACTED]
8. TACS AdjustPay Adjustment Certification form, September 25, 2008
9. Transporting Late Collection Mail to the Plant form, November 10, 2008
10. Memorandum of Interview, [REDACTED], March 4, 2009, with attachments
11. Acknowledgement of Rights form, Garrity, [REDACTED], March 4, 2009
12. Sworn Written Statement, [REDACTED], March 4, 2009
13. Memorandum of Interview, [REDACTED], March 9, 2009
14. PS Form 1164, POS One Sales Receipt, money order Customer's Receipt, December 17, 2008
15. Memorandum of Interview, [REDACTED], March 12, 2009
16. Eight PS Forms 1261, Nontransactor Report
17. Postal Service money order # [REDACTED]
18. Analysis of 12 PS Forms 1164
19. Summary of [REDACTED] reimbursements not entitled to receive



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
PACIFIC AREA FIELD OFFICE
2300 REDONDO BOULEVARD, 2nd FLOOR
LONG BEACH, CA 90809-0189

CASE #: 09UISM2740FF02FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM April 1, 2009 TO March 21, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED]

PREPARED BY:

[REDACTED]

DATE: 3/21/2011

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- V. EXHIBITS

I. PREDICATION

On April 1, 2009, then Officer-in-Charge (OIC) [REDACTED], Post Office, advised the reporting agent (RA) that [REDACTED], Supervisor, Customer Service, [REDACTED] Post Office, withdrew cash via his government issued Citibank travel credit [REDACTED] for which there was no apparent business-related explanation for the cash withdrawal. Additionally, [REDACTED] had been delinquent with a government travel credit [REDACTED] payment.

On April 3, 2009, the RA conducted an analysis of [REDACTED] eTravel history and his government issued travel credit [REDACTED] usage for the credit [REDACTED] ending in [REDACTED] provided by [REDACTED], then Citibank Credit [REDACTED] Coordinator, eTravel Coordinator, and Acting Manager, Financial Control and Support, [REDACTED] District. Review of [REDACTED] online Citibank government travel credit [REDACTED] statements during the period October 2008 through February 2009, disclosed that [REDACTED] did not pay his credit [REDACTED] timely as follows (Exhibit 1):

Statement Date	Start Date	End Date	Previous Balance	Payment Received	Balance Due	Due Date
OCT 2008	9/19/2008	10/17/2008	\$1,224.64	-	\$1,224.64	11/12/2008
NOV 2008	10/18/2008	11/18/2008	\$1,224.64	\$1,031.08	\$1,787.80	12/13/2008
DEC 2008	11/19/2008	12/18/2008	\$1,787.80	\$1,150.06	\$637.74	1/12/2009
JAN 2009	12/19/2008	1/16/2009	\$637.74	-	\$637.74	2/12/2009
FEB 2009	1/17/2009	2/18/2009	\$637.74	\$637.74	\$0.00	-

Review of the Traveler History Summary report [REDACTED] filed one eTravel claim in FY Fiscal Year (FY) 2003, four claims in FY 2004, ten claims in FY 2007, 15 claims in FY 2008, and four claims in FY 2009 through April 2, 2009 (Exhibit 2). The four FY 2009 eTravel claims submitted from October 10 through November 2008, totaled approximately \$3,051.14. Approximately \$870.00 of the claimed amount was paid to [REDACTED]

Review of the FY 2009 Traveler History report disclosed [REDACTED] filed four eTravel claims with a total "Claimed Amount" of \$3,051.14 of which \$870.00 was paid to [REDACTED] (Exhibit 3). The first FY 2009 eTravel claim was submitted on October 10, 2008. The claimed amount was \$165.00 and was paid to [REDACTED]. A review of the Traveler History Detail for the eTravel claim [REDACTED] submitted during Accounting Period (AP) 1 disclosed he reported 15 days of Telephone/Fax/Internet Services" activity from August 27 through September 13, 2008. The amount claimed daily ranged from \$10.00 to \$20.00 (Exhibit 4).

II. SYNOPSIS

The investigation revealed [REDACTED] file 25 eTravel vouchers and received a total of approximately \$4,200.53 in reimbursements of which approximately \$2,565.68 were unsupported.

On December 9, 2009, United States Postal Service Office of Inspector General (USPS OIG) agents interviewed [REDACTED] regarding the eTravel claims he submitted from 2007 through December 2008 and received reimbursement. [REDACTED] requested reimbursement for parking, mileage and phone calls. [REDACTED] requested reimbursement for phone charges in either \$5.00 or \$10.00 allotments. The RA noted [REDACTED] appeared to have submitted duplicated claims for the same expense type for the same date.

[REDACTED]

On January 26, 2011, USPS OIG agents conducted a follow-up interview with [REDACTED] [REDACTED] declined to discuss his 2007 and 2008 eTravel vouchers.

The RA informed [REDACTED] of an August 2010 allegation that he stole money from Postal Service employee [REDACTED]. [REDACTED] the RA considered the allegation resolved. Following the interview, [REDACTED] advised that management deferred investigation to the USPS OIG.

The RA advised [REDACTED] it was alleged he used a Postal Service vehicle for personal use in approximately October 2010. [REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] became a Postal Service employee in approximately [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] stated she has been employed by the U.S. Postal Service since 1983. In August 2006, [REDACTED] was assigned to the [REDACTED] Post Office as the OIC. Prior to this assignment, she had been the [REDACTED] Postmaster. On March 31, 2007, [REDACTED]

This investigation began on or about April 1, 2009, and concluded on or about March 21, 2011.

IV. DETAILS

Allegation #1: [REDACTED] allegedly submitted false eTravel vouchers claiming reimbursements for expenses he was not entitled to receive.

Allegation #1 Findings: On April 2, 2009, [REDACTED], Human Resources Specialist, Training, [REDACTED] District, provided the RA with [REDACTED] Employee Training History Record (Exhibit 5).

On April 6, 2009, the RA reviewed the Expense Lists and Edit Expense reports for [REDACTED] eTravel claims that were provided by [REDACTED], Accounting Specialist, [REDACTED], Accounting Service Center (Exhibit 6). The Expense Lists and Edit Expense reports corresponded with the eTravel claim [REDACTED] filed on October 29, 2008, and the two eTravel claims he filed on November 25, 2008. The report dates on the Expense Lists for the November 2008, eTravel claims were November 24, 2008, instead of the November 25, 2008 date stated on the Traveler History report.

On April 6, 2009, [REDACTED] provided the RA with copies of the July 18, 2008, August 18, 2008 and September 2008, Citibank Government Commerce Services [REDACTED] Statements for government travel credit [REDACTED] assigned to [REDACTED] (Exhibit 7). In approximately November 2008, [REDACTED] assigned travel credit [REDACTED] ending in [REDACTED] was replaced with assigned travel credit [REDACTED] ending in [REDACTED]. [REDACTED] also provided copies of the January 18 and February 18, 2009, Citibank Government Commerce Services [REDACTED] Statements for government travel credit [REDACTED] number [REDACTED] assigned to [REDACTED] (Exhibit 8).

On April 6, 2009, the RA reviewed [REDACTED] July 2008 through September 2008, Citibank Government Commerce Services [REDACTED] Statements for his government travel credit [REDACTED] ending in [REDACTED] and the January and February 2009 [REDACTED] statements for the government credit [REDACTED] ending [REDACTED] (Exhibits 7 and 8). The RA's review disclosed that [REDACTED] did not pay his credit [REDACTED] timely. The RA noted a rental car transaction and a fuel transaction were questionable as were the cash advances.

On April 13, 2009, [REDACTED] provided the RA the FY 2007 and 2008 Traveler History Detail reports for [REDACTED] (Exhibits 9 and 10). The Traveler History Detail reports were available by each AP in which [REDACTED] filed an eTravel claim. If more than one eTravel claim was filed in an AP, the Traveler History Detail report merged the claims together.

For FY 2007, [REDACTED] eTravel activity occurred in APs 5 and 7 through 12 (Exhibit 9). The Expense Type in APs 5 and 7 was "Privately Owned Vehicle" or it was left blank. For APs 8 through 11, every Expense Type was "Parking Fees." The Expense Type in AP 12 was "Telephone/Fax/Internet Services."

For FY 2008, [REDACTED] eTravel activity occurred in APs 1, 2, 3, 5, 6, and 8 through 11 (Exhibit 10). The Expense Type in AP 1 was "Telephone/Fax/Internet Services." The Expense Type in AP 2 was "Privately Owned Vehicle" and "Telephone/Fax/Internet Services." For APs 3, 5, 6, and 8 through 11, the Expense Type was "Telephone/Fax/Internet Services."

On April 16, 2009, [REDACTED] provided the RA with copies of the October 18, 2008, November 18, 2008, December 18, 2008, January 18, 2009, and February 18, 2009, Citibank Government Commerce Services [REDACTED] Statements for government travel credit [REDACTED] number ending in [REDACTED] (Exhibit 11). [REDACTED] also provided a copy of the March 18, 2009, Citibank Government Commerce Services [REDACTED] Statement for Postal Service issued credit [REDACTED] number ending in [REDACTED] assigned to [REDACTED] (Exhibit 12).

On April 16, 2009, the RA reviewed the October 2008 through February 2009, [REDACTED] statements for [REDACTED] government travel credit [REDACTED] ending in [REDACTED] and the March 2009 [REDACTED] statement for his government travel credit [REDACTED] ending in xx210989. The RA's review disclosed that [REDACTED] did not pay his credit [REDACTED] timely.

On April 23, 2009, [REDACTED] provided the RA with a copy of [REDACTED] Citibank Government Travel credit [REDACTED] application for Postal Service travel (Exhibit 13). [REDACTED] signature appeared in Section VI, [REDACTED] Signature, and was dated June

9, 2008. [REDACTED] approved the application on June 9, 2008. Her signature appeared in Section VII, Agency/Organization Program Coordinator Signature and Phone Numbers.

On approximately May 18, 2009, the RA obtained copies of [REDACTED] FY 2008 and 2009 eTravel vouchers from [REDACTED], Investigative Analyst, USPS OIG. The eTravel Back Office in [REDACTED], provided the back office receipts (Exhibit 14).

On December 8, 2009, the RA and Special Agent (SA) [REDACTED] interviewed [REDACTED] (Exhibit 15). The SAs identified themselves, presented their credentials and explained the purpose of the interview was to ask [REDACTED] questions regarding financial items he was responsible for in 2007 and 2008. [REDACTED] was provided with his Garrity rights per the U. S. Postal Service "Acknowledgement of Rights" form, which he initialed and signed indicating that he was willing to be interviewed (Exhibit 16).

[REDACTED]

The RA asked [REDACTED] if he worked on Sundays. [REDACTED]

[REDACTED]

The RA asked [REDACTED] how soon after he completed his June 2008 training at the Bolger Academy he submitted his eTravel and he replied, [REDACTED]

[REDACTED]

[REDACTED] used his personal vehicle most of the time when he went to other offices since there was a shortage of postal staff vehicles. [REDACTED] was authorized to claim his vehicle mileage in eTravel.

[REDACTED]

The RA informed [REDACTED] his D.C. trip was in June 2008, not April 2008, and he went from an annual leave status directly to his training at the Bolger Academy. [REDACTED]

[REDACTED]

The RA asked if [REDACTED] had approved the deviation and [REDACTED]

The RA and [REDACTED] reviewed [REDACTED] Citibank government travel credit [REDACTED] statements. The review of the July 18, 2008, Citibank credit [REDACTED] statement disclosed [REDACTED] new [REDACTED] was \$1,018.08. The statement disclosed a June 22, 2008, \$29.00 purchase at the Quick Gas Stop in [REDACTED]. The statement disclosed an [REDACTED] City Hertz rental car transaction (July 2008) [REDACTED].

that occurred in [REDACTED]

[REDACTED]

The RA informed [REDACTED] that his [REDACTED] Embassy Suites invoice disclosed he arrived at the hotel on November 2, 2008, and departed on November 8, 2008, and he was charged for six nights. The RA directed [REDACTED] attention to the Hotel expense section on his eTravel voucher and asked why he submitted reimbursement for seven nights, and showed [REDACTED] he listed a November 1, 2008, hotel lodging in the amount of \$145.92, in addition to his November 2 through 8, 2008, hotel lodging; [REDACTED] did not stay at the Embassy Suites on November 1, 2008. The RA advised [REDACTED] she added the four room service charges disclosed on [REDACTED] Embassy Suites invoice with the six \$1.73 parking taxes which totaled \$147.01. The \$147.01 exceeded the \$145.92 lodging charge by \$1.09. The RA directed [REDACTED] attention to the "Other" expense section on his eTravel voucher where he had listed a "snack" at the Embassy Suites in the amount of \$1.09.

[REDACTED]

[REDACTED]

The RA and [REDACTED] reviewed his October 29, 2008, eTravel voucher he submitted for his June 2008 training at the Bolger Academy (Exhibit 15, Attachment 6). The RA directed [REDACTED] attention to the rental car and gasoline charge discussed earlier in the interview.

[REDACTED]

The RA directed [REDACTED] attention to the \$624.00 airfare entry on the eTravel voucher and then to the Omega World Travel invoice, which disclosed the charge was \$611.00.

[REDACTED]

[REDACTED] and the RA reviewed 16 eTravel vouchers [REDACTED] submitted and received reimbursement for "Telephone/Fax/Internet Services," which were for cellular phone

expenses. [REDACTED] submitted the 16 vouchers from September 20, 2007 through October 10, 2008. [REDACTED]

[REDACTED] and the RA reviewed a November 8, 2007 eTravel voucher and the Traveler History Detail for FY 2007, APs 5, 7, 9 and 11. [REDACTED] submitted and received reimbursement for mileage and parking fees. [REDACTED]

[REDACTED] provided a sworn written statement (Exhibit 17).

On December 8, 2009, SA [REDACTED] and SA [REDACTED] interviewed [REDACTED] Postmaster, [REDACTED] Post Office (Exhibit 18). Prior to questioning, SA [REDACTED] of her Garrity rights and provided her with a USPS/OIG Garrity Form, Acknowledgement of Rights. [REDACTED] signed the form and agreed to the interview (Exhibit 19).

The line of questioning during this interview pertained specifically to the time in which [REDACTED] was on assignment to the [REDACTED] Post Office, both as the OIC and the Postmaster, covering the period from approximately August 2006 thru November 2008.

Regarding [REDACTED] travel vouchers, [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] provided a written and signed statement (Exhibit 20).

On December 8, 2009, the RA and SA [REDACTED] interviewed [REDACTED] Sales and Services/Distribution Associate (SSA), [REDACTED] Post Office (Exhibit 21). The SAs identified themselves, presented their credentials and explained the purpose of the interview was to ask [REDACTED] questions regarding assistance she may have provided to [REDACTED] regarding financial items. [REDACTED] was provided with her Garrity rights per the U. S. Postal Service "Acknowledgement of Rights" form, which she initialed and signed indicating that she was willing to be interviewed (Exhibit 22).

[REDACTED]

[REDACTED]

The RA asked [REDACTED] if she had paid [REDACTED] government credit card bills with her personal checks and [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] provided a sworn written statement (Exhibit 23).

On December 8, 2009, the RA and SA [REDACTED] interviewed [REDACTED] (Exhibit 24). The SAs introduced themselves and presented their credentials. The RA explained the purpose of the interview was to ask her questions regarding assistance she may have provided to [REDACTED] regarding a travel voucher he filed in 2008 via eTravel.

The RA asked [REDACTED] if she provided eTravel instructions to [REDACTED] in approximately November 2008.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The RA informed [REDACTED] that [REDACTED] said he faxed the Embassy Suites invoice to her and that [REDACTED]

[REDACTED]

[REDACTED] provided a sworn written statement (Exhibit 25).

On December 15, 2009, the RA and SA [REDACTED] interviewed [REDACTED] (Exhibit 26). The SAs introduced themselves and presented their credentials. The RA explained the purpose of the interview was to ask her questions regarding assistance she may have provided to [REDACTED] regarding his 2008 training and travel.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The RA showed [REDACTED] travel voucher for the June 2008 Bolger travel, specifically a car rental transaction and a gas purchase, which both occurred in [REDACTED]. The RA informed [REDACTED] that [REDACTED] said [REDACTED] told him to track his travel to the airport. [REDACTED]

[REDACTED] Her instructions were to write down the mileage or if a taxi was used to obtain a receipt.

On January 27, 2010, [REDACTED], Manager, Finance, [REDACTED] District, provided the RA with copies of the April 18, 2009, May 18, 2009, June 18, 2009, July 18, 2009, and August 18, 2009, Citibank Government Commerce Services card Statements for Postal Service issued credit [REDACTED] number ending with [REDACTED] assigned to [REDACTED] (Exhibit 27).

On January 27, 2010, the RA reviewed [REDACTED] April 2009 through August 2009, Citibank Government Commerce Services Card Statements for his travel credit card ending with [REDACTED] (Exhibit 27). The RA's review disclosed that [REDACTED] did not pay his credit card balance timely. The RA understood the \$620.00 credit was a transfer from [REDACTED] previous Citibank Government Travel Card ending with [REDACTED]. The August 18, 2009, card statement reflected a previous balance of \$35.88 and an August 14, 2009, payment in the amount of \$35.88, resulting in a zero balance due.

On April 19, 2010, the RA received the records from Hertz Rent-A-Car pertaining to [REDACTED] rental of a vehicle in July 2008 (Exhibit 28).

On June 14, 2010, the RA received the records from AT&T Wireless pertaining to [REDACTED]'s cell phone usage from July 2007 through September.

On January 26, 2011, the RA and SA [REDACTED] conducted a follow-up interview with [REDACTED] (Exhibit 29). The SAs identified themselves, presented their credentials to [REDACTED] and [REDACTED], National Association of Postal Supervisors representative. The RA explained the purpose of the interview was to continue the December 8, 2009, interview regarding [REDACTED] eTravel vouchers based on additional information the RA obtained in 2010. The RA stated that during the December 8, 2009, interview, she and [REDACTED] also discussed annual leave and PS Forms 3971s. The RA stated she would also be asking questions regarding allegations involving [REDACTED] received in August and October 2010. [REDACTED] was provided with his Garrity rights per the U. S. Postal Service "Acknowledgement of Rights" form. [REDACTED] Garrity rights prior to the interview; however, [REDACTED] signed the rights form following the interview (Exhibit 30).

In regards to eTravel questions, [REDACTED]
[REDACTED]

On February 3, 2011, the RA and SA [REDACTED] interviewed [REDACTED] (Exhibit 31). The SAs identified themselves, presented their credentials and explained the purpose of the interview was to ask [REDACTED] follow-up questions regarding the [REDACTED] investigation. [REDACTED] was provided with her Garrity rights per the U. S. Postal Service "Acknowledgement of Rights" form, which she initialed and signed indicating that she was willing to be interviewed (Exhibit 32).

The RA asked [REDACTED] if she reviewed all eTravel vouchers at the [REDACTED] Post Office prior to approving the vouchers and [REDACTED]
[REDACTED]

The RA showed [REDACTED] an eTravel voucher [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

The RA asked [REDACTED] if the Postal Service was paying for [REDACTED] to have a personal cell phone. [REDACTED]

The RA asked [REDACTED] told her his cell phone bill was approximately \$100.00 a month and he would submit approximately \$75.00 a month for reimbursement from the Postal Service. [REDACTED]

[REDACTED]

The RA asked [REDACTED] if there was any reason any of the [REDACTED] management staff would incur a parking expense. [REDACTED]

The RA informed [REDACTED] that [REDACTED] requested reimbursement for parking expenses in the amounts of \$20.00 and \$30.00 and on 12 separate occasions \$10.00. The RA asked [REDACTED] why [REDACTED] would incur parking expenses while conducting postal business. [REDACTED]

[REDACTED]

The RA asked if [REDACTED] requested authorization from her to begin his training travel in [REDACTED] instead of flying out of [REDACTED]

[REDACTED]

[REDACTED] reviewed her December 8, 2009, sworn written statement and declined an opportunity to provide an additional written statement; she did not have any additional information to include.

On February 24, 2011, the RA interviewed [REDACTED], Manager, Information Systems (IS), [REDACTED] District (Exhibit 33). The RA previously introduced herself to [REDACTED] on an unrelated occasion. The RA explained the purpose of the interview was to ask him questions regarding the use of personal and Postal Service issued cellular phones.

[REDACTED]

[REDACTED]

On March 15, 2011, the RA concluded her analysis of 16 eTravel vouchers [REDACTED] submitted from September 20, 2007 through October 10, 2008, in which he claimed approximately \$2,525.00 in "Telephone/Fax/Internet Services" charges and was subsequently reimbursed (Exhibits 34-49). The RA noted [REDACTED] regularly claimed reimbursements for his cellular calls in \$5.00 or \$10.00 allotments on each of the 16 vouchers. During the December 8, 2009, interview [REDACTED]

[REDACTED]

[REDACTED]

Of the 16 vouchers reviewed, the RA identified 13 vouchers in which [REDACTED] did not incur additional charges from AT&T for cellular calls, regardless if there were any postal-related calls. The RA identified four vouchers which included dates that [REDACTED]

incurred additional cellular charges for calls. It was possible that some of the outgoing and incoming calls to [REDACTED] were individually charged related to postal business. On some dates, the AT&T invoices reflected charges that were greater than the amount [REDACTED] claimed on his vouchers. The RA will defer to Postal Service management to determine [REDACTED] entitlement to reimbursement of the remaining calls he was individually charged for since some of the calls may have related to postal business. The RA disallowed out-of-state (long distance) calls.

Seven vouchers contained dates in which [REDACTED] only incurred the data transfer charges from AT&T. The RA disallowed the additional cellular charges for data transfers.

The RA's analysis identified dates [REDACTED] claimed he incurred cellular call charges for postal business; however, the AT&T invoices did not support [REDACTED] claims. The RA's analysis disclosed that [REDACTED] submitted approximately \$2,105.00 in unsupported claims (Exhibit 50). Postal Service management will review [REDACTED] entitlement to his remaining "Telephone/Fax/Internet Services" claims for this period.

On March 15, 2011, the RA concluded her review of the eTravel voucher [REDACTED] submitted on October 29, 2008, for training travel reimbursement (Exhibit 51). The RA's review of the voucher disclosed [REDACTED] used the government travel credit [REDACTED] for food, airfare, taxi/limousine, car rental and gas expenses. The transactions occurred from June 22, 2008 through July 15, 2008. [REDACTED] voucher totaled \$1,031.08, which the Postal Service paid directly to Citibank. The RA prepared a schedule summarizing the voucher (Exhibit 51).

The RA compared the voucher with the July 18, 2008, Citibank Government Commerce Services Card Statement for the Government card number [REDACTED] assigned to [REDACTED] (Exhibit 7). The card statement disclosed United Airlines charged \$592.00 for the airfare, not \$624.00 as [REDACTED] claimed on his voucher. [REDACTED] overstated this expense by \$32.00. The [REDACTED] statement supported the \$19.00 Agent Fee, two \$25.00 "Excess Bag" charges, and a \$2.50 United Airlines charge. The card statement listed a June 18, 2008, \$19.00 Agent Fee that [REDACTED] did not claim on his voucher. Based on United Airline charges, the RA noted [REDACTED] began his Postal Service training travel from the [REDACTED]

[REDACTED] claimed a June 22, 2008, "Gas" expense for \$29.00 on his voucher. The vendor was Quick Gas Stop located in [REDACTED] statement disclosed an identical charge. The RA deemed this expense as personal and disallowed this expense on the schedule; therefore, the Postal Service overpaid Citibank.

█████ claimed a July 15, 2008, "Car Rental" expense for \$182.99 on his voucher. The vendor was Hertz Rent-A-Car located in █████. The card statement disclosed a \$182.99 charge from Hertz Rent-A-Car in █████. The RA noted the July 15, 2008, charge date for the rental car was outside █████ June 22 through 27, 2008, training travel dates. The RA determined █████ had an █████ Driver's License, not a █████ Driver's License. The vehicle rental information Hertz Rent-A-Car provided to the RA, disclosed █████ rented a Trailblazer on July 10, 2008, in █████, and returned the vehicle in █████ on July 15, 2008 (Exhibit 28). The RA deemed the rental car expense as personal and disallowed the rental car expense; therefore, the Postal Service overpaid Citibank \$182.99.

The RA checked █████ leave status for July 2008. █████ was unable to locate any PS Forms 3971, Request for or Notification of Absence, for █████ for July 2008. The RA's review of the Time and Attendance Collection System (TACS) entries for █████ disclosed █████ was reportedly at work in █████ on Thursday, July 10 and Friday, July 11, 2008 (Exhibit 52). █████ non-scheduled days were Saturday and Sunday or July 12 and 13, 2008. █████ was in an annual leave status on Monday and Tuesday, July 14 and 15, 2008.

Review of █████ November 18, 2008, card statement disclosed Citibank received the Postal Service's payment in the amount of \$1,031.08 on November 5, 2008 (Exhibit 11).

On March 15, 2011, the RA concluded her review of the eTravel voucher █████ submitted on December 4, 2008, for training travel reimbursement (Exhibit 53). The RA's review of the voucher disclosed █████ used his government travel credit █████ for hotel and gas expenses. Per Diem was a non-credit card expense. The expenses occurred from November 1 through 8, 2008. The voucher totaled \$1,567.15; however, \$1.09 was subtracted for a personal expense for which █████ was responsible. The per diem in the amount of \$416.00 was subtracted to be paid to █████. The Postal Service paid \$1,150.06 directly to Citibank. The RA prepared a schedule summarizing the voucher (Exhibit 53).

The voucher reflected █████ claimed seven nights at the Los Angeles Embassy Suites from November 1 through 8, 2008, however, the Embassy Suites invoice disclosed █████ arrived on November 2 and departed on November 8, 2008, and was charged for six nights (Exhibit 53). The daily room rate was \$128.00 + \$17.92 daily for tax and assessment, totaling \$145.92. █████ overstated his "Hotel" expenses by \$145.92. █████ claimed six Parking Fees at the daily rate of \$17.27 from November 4-8, 2008; two parking fees were dated November 8, 2008. The Embassy Suites invoice disclosed

█████ incurred parking fees from November 2 through 7, 2008, at the daily rate of \$17.27.

The RA's review of the Embassy Suites invoice itemized four room service charges and six \$1.73 parking taxes. The room service charges and the parking fees totaled \$147.01. The nightly lodging charge was \$145.92. The RA subtracted \$145.92 from \$147.01. The difference was \$1.09. Under the voucher section titled "Other," █████ claimed \$1.09 for a "snack" at the Embassy Suites.

Review of █████ November 18, 2008, Citibank Government Commerce Services Card Statement disclosed on November 8, 2008, Embassy Suites billed █████ government credit card \$1,126.15 (Exhibit 11). Review of █████ December 18, 2008, Citibank Government Commerce Services Card Statement disclosed Citibank received the Postal Service's payment in the amount of \$1,150.06 on December 15, 2008 (Exhibit 11).

On March 16, 2011, the RA received █████ payroll information for Pay Period (PP) 2008-15 (July 5-18, 2008) from █████ Criminal Research Analyst, USPS OIG, █████ Field Office (Exhibit 54). The RA's review disclosed during week one of PP 2008-15 (July 5-11, 2008), █████ was paid 40 regular work hours, code 52; 8 hours of extra straight time, code 35; and 3 hours of night work premium hours. During week two of PP 2008-15 (July 12-18, 2008), █████ was paid 16 hours regular work hours, 1½ extra straight time, ½ hour night work premium hours and 24 hours annual leave.

On March 16, 2011, the RA concluded her review of the records titled "Subscriber Information," and "Payment Information" AT&T provided for cellular phone number 510-290-0705 (Exhibit 55). On December 8, 2009, █████ provided 510-290-0705 as his personal cellular phone number.

The records identified █████ postal employee, as the "Financial Liable Party" for cellular phone number █████. The "Credit Address" provided was "█████". Under the "Billing Party" heading, █████ was listed along with the █████ address previously stated. █████ name also appeared under the "User Information" heading; however, the User Address provided was █████. The "Service Start Date" was May 4, 2007. █████ was provided as the "Contact Home Email."

The Status Change History section listed five dates from 2007. Under the "Status Change Reason" section "Non-Pay/Automatic" appeared three times. "Non-Pay/Automatic" meant the subscriber's cell phone was disconnected due to non-payment of the invoice.

A second "Subscriber Information" document provided appeared to be identical to the first one reviewed; however, under the "Status Change History" section five dates from 2008 were listed. Under the "Status Change Reason" section "Non-Pay Manual Restoral" status change appeared by July 8, 2008, meaning the subscriber's service was reinstated.

Referring to the "Payment Information" page, 10 payments were listed for the period September 9, 2007, through August 20, 2008, which totaled \$1,783.00. The payment "type" was "Regular," which meant cash payments were made. All AT&T Stores accepted cash payments.

On March 20, 2011, the RA concluded her review of six Traveler History Detail reports describing the eTravel vouchers [REDACTED] submitted from FY 2007, AP 5, through FY 2007, AP 11, for mileage and parking fees (Exhibits 56 through 61). The RA also reviewed an eTravel voucher [REDACTED] submitted on November 8, 2007, for mileage reimbursement (Exhibit 61). The RA prepared schedules summarizing each Traveler History Detail report and the voucher. The RA included the reimbursements [REDACTED] agreed to repay the Postal Service during the December 8, 2009, interview (Exhibits 56, 57, 59, 61 and 62).

Review of the Traveler History Detail disclosed the voucher [REDACTED] submitted during FY 2007, AP 5, was for mileage reimbursement totaling \$189.15 (Exhibit 56). [REDACTED] claimed reimbursement for using a personal vehicle to perform postal business from January 2 through February 12, 2007. [REDACTED] requested daily reimbursements in the amount of \$4.85. On two occasions, [REDACTED] requested reimbursement in the amount of \$9.70. The RA noted that \$4.85 multiplied by 2 equals \$9.70. The RA noted [REDACTED] claimed mileage reimbursement for the Martin Luther King holiday (January 15, 2007). The RA also noted [REDACTED] made two claims for January 27, 2007; one for \$4.85 and the other for \$9.70. On December 8, 2009, [REDACTED] agreed to repay the Postal Service \$9.70.

The Review of the Traveler History Detail disclosed the voucher(s) [REDACTED] submitted during FY 2007, AP 7, was for mileage reimbursement totaling \$189.15 and a parking fee(s) reimbursement totaling \$30.00; the voucher totaled \$219.15 (Exhibit 57). [REDACTED] claimed reimbursement for using a personal vehicle to perform postal business from February 22 through April 2, 2007, and an April 2, 2007, parking fee(s). [REDACTED] requested daily mileage reimbursements in the amount of \$4.85. On two occasions, [REDACTED] requested reimbursement in the amount of \$9.70. The RA noted [REDACTED] made four claims for February 26, 2007; two in the amount of \$4.85 and two in the amount of \$9.70. One of the February 26, 2007, entries for \$4.85 was annotated in the Expense Description column "2/27/2007." The RA noted [REDACTED] claimed mileage reimbursement for Sunday, March 25, 2007. [REDACTED] agreed to repay the Postal Service \$54.25.

Review of the Traveler History Detail disclosed the voucher(s) [REDACTED] submitted during FY 2007, AP 8, was for parking fees totaling \$325.00. [REDACTED] claimed reimbursement for parking fees he incurred while performing postal business from April 2 through May 15, 2007 (Exhibit 58). The RA noted [REDACTED] claimed two May 7, 2007, \$10.00 parking fees. The RA also noted [REDACTED] claimed an April 2, 2007, \$10.00 parking fee. On a voucher submitted during FY 2007, AP 7, [REDACTED] claimed a \$30.00 parking fee on April 2, 2007. The RA did not discuss the FY 2007, AP 8, parking fees with [REDACTED]

Review of the Traveler History Detail disclosed the voucher [REDACTED] submitted during FY 2007, AP 9, was for parking fees totaling \$150.00 (Exhibit 59). [REDACTED] claimed reimbursement for parking fees he incurred while performing postal business from May 17 through June 3, 2007. The RA noted [REDACTED] claimed parking fee reimbursement for Sunday, June 3, 2007. [REDACTED] agreed to repay the Postal Service \$10.00.

Review of the Traveler History Detail disclosed the voucher [REDACTED] submitted during FY 2007, AP 10, was for parking fees totaling \$130.00. [REDACTED] claimed reimbursement for parking fees he incurred while performing postal business from June 15 through July 3, 2007 (Exhibit 60). The RA did not discuss the FY 2007, AP 10, parking fees with [REDACTED]

Review of the Traveler History Detail disclosed the voucher [REDACTED] submitted during FY 2007, AP 11, was for parking fees totaling \$140.00 (Exhibit 61). [REDACTED] claimed reimbursement for parking fees he incurred while performing postal business from July 5 through 18, 2007. [REDACTED] agreed to repay the Postal Service \$10.00.

The voucher [REDACTED] submitted on November 8, 2007, was for mileage reimbursement totaling \$151.32 (Exhibit 62). [REDACTED] claimed reimbursement for using a personal vehicle to perform postal business from September 17 through October 19, 2007. [REDACTED] requested daily reimbursement in the amount of \$5.82. The RA noted [REDACTED] claimed mileage reimbursement for the Columbus Day holiday (October 8, 2007). [REDACTED] agreed to repay the Postal Service \$5.82.

On March 20, 2011, the RA concluded the summarization of the 25 FY 2007 Traveler History Detail reports and eTravel vouchers submitted by [REDACTED] (Exhibit 63). The summary schedule lists the Traveler History Detail or eTravel voucher dates and the total amounts [REDACTED] claimed for reimbursement. The "Potential Claims Disallowed" column contains a tentative total in the amount of \$2,565.68; postal management will complete the disallowed claims column. The disallowed claims include expenses that [REDACTED] said he overstated or he identified as mistakes and should not have been claimed.

Allegation #2: [REDACTED] allegedly stole cash from postal employee [REDACTED] purse located inside of a Postal Service vehicle.

Allegation #2 Findings: On August 27, 2010, [REDACTED] informed SA [REDACTED] that National Association of Letter Carriers (NALC) Second Vice President [REDACTED] had reported to him that Station A City Carrier [REDACTED] had allegedly witnessed [REDACTED] the Station A Manager, inside the cab of her postal vehicle on August 26, 2010. Shortly thereafter, [REDACTED] realized \$175 was missing from her purse, which was inside the cab of the vehicle. [REDACTED] had allegedly threatened [REDACTED] job if she reported the incident to postal management.

On August 27, 2010, SA [REDACTED] and SA [REDACTED] interviewed [REDACTED] regarding the alleged theft of her personal cash by [REDACTED] and the alleged non-payback of money she had loaned to [REDACTED] (Exhibit 64).

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

On January 26, 2011, the RA and SA [REDACTED] conducted a follow-up interview with [REDACTED] (Exhibit 29). The RA advised that in August 2010, there was an allegation of theft reported by [REDACTED] in which [REDACTED] allegedly stole money from [REDACTED]. [REDACTED] responded that [REDACTED] brought him in and spoke with him about this. The RA said that if postal management had addressed this matter with [REDACTED] she would not pursue it. The RA clarified that the theft allegation by [REDACTED] was addressed by postal management and [REDACTED] acknowledge that it was.

Following the interview with [REDACTED]

Allegation #3: [REDACTED] allegedly used a Postal Service vehicle for personal use.

Allegation #3 Findings: On October 8, 2010, [REDACTED] informed the RA Custodian [REDACTED]. [REDACTED] apprised management that on September 29, 2010, [REDACTED] instructed him to deliver Postal Service vehicle # [REDACTED] to the DDU. Vehicle # [REDACTED] was a Ford F-150 pick-up truck with a hydraulic lift gate assigned to maintenance. The following week [REDACTED] picked up the vehicle and noticed the mileage increased approximately 205 miles. On the morning of October 8, 2010, [REDACTED] instructed [REDACTED] to deliver vehicle # [REDACTED] to the DDU, which he did.

On October 8, 2010, [REDACTED] interviewed [REDACTED] regarding vehicle # [REDACTED] and provided his report, a copy of his [REDACTED] notes, and a copy of the Vehicle Maintenance mileage log sheet to [REDACTED]. On October 8, 2010, [REDACTED] provided the [REDACTED] documentation to the RA (Exhibit 65).

On January 26, 2011, the RA and SA [REDACTED] conducted a follow-up interview with [REDACTED] regarding his eTravel use (Exhibit 29). The RA stated that in October 2010 it was alleged that [REDACTED] used a Postal Service vehicle for personal use. The RA asked [REDACTED] if he was familiar with a white pickup truck, which had no Postal Service emblems or markings on the outside. This pickup truck also had a lift on the back.

[REDACTED]

The RA asked [REDACTED] if he used this pickup truck for personal use. [REDACTED]

The RA asked [REDACTED] if he ever requested to use a maintenance vehicle. [REDACTED]

The RA asked [REDACTED] if there was any reason the allegation of using a postal vehicle for personal use was made. [REDACTED] responded that people do things for different reasons. The RA clarified that [REDACTED] did not use the maintenance vehicle, specifically the white pickup truck, in late September or early October 2010 for personal use and [REDACTED] indicated this was correct.

[REDACTED]

On January 31, 2011, the RA and SA [REDACTED] interviewed [REDACTED] (Exhibit 66). The SAs introduced themselves and presented their credentials. The RA explained the purpose of the interview was to ask him questions regarding [REDACTED] use of the maintenance vehicles.

[REDACTED]

[REDACTED]

The week following September 29, 2010, [REDACTED] reviewed the copy of the in-house Vehicle Maintenance log sheet the RA provided and determined he received the key to the pickup truck from [REDACTED] on October 7, 2010 (Exhibit 65).

[REDACTED]

Based on [REDACTED] review of the in-house Vehicle Maintenance log sheet, on September 29, 2010, he drove the pickup truck back to the Main Post Office and recorded the ending mileage. On September 30, 2010, [REDACTED] recorded the beginning mileage and drove to the DDU. [REDACTED]

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

beginning mileage of 57,270 (there was no reported ending mileage) from the next beginning mileage entry (October 7, 2010), which was 57,475. The total miles driven between September 30 and October 7, 2010, was 205 miles.

[REDACTED]

October 11, 2010, was the Columbus Day holiday and [REDACTED] did not work. On October 12, 2010, [REDACTED] reported to the DDU and asked [REDACTED] for the key to the pickup truck. [REDACTED] noticed the pickup truck's odometer reading increased approximately 100 miles. [REDACTED]

[REDACTED]

[REDACTED] The pickup truck did have U. S. Government license plates.

[REDACTED] was in an annual leave status the week of Thanksgiving. During the week before [REDACTED] went on annual leave, [REDACTED] The week following Thanksgiving [REDACTED] returned the key to [REDACTED].

[REDACTED]

On February 9, 2011, the RA and SA [REDACTED] interviewed [REDACTED], City Carrier, DDU (Exhibit 67). The SAs identified themselves, presented their credentials and explained the purpose of the interview was to ask [REDACTED] questions regarding her knowledge of [REDACTED] alleged personal use of Postal Service vehicles.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

V. EXHIBITS

1. Online October 2008 through February 2009 Citibank Card Statements
2. Traveler History Summary
3. FY 2009 Traveler History report
4. Traveler History Detail report for FY 2009, AP 1
5. [REDACTED] Training Record
6. Expense Lists and Edit Expense reports for October and November 2008 eTravel vouchers
7. July – September 2008 Citibank Government Commerce Services Card Statements for [REDACTED] ending [REDACTED]
8. January and February 2009 Citibank Government Commerce Services Card Statements for [REDACTED] ending [REDACTED]

9. FY 2007 Traveler History Details
10. FY 2008 Traveler History Details
11. October 2008 through February 2009 Citibank Government Commerce Services Card Statements for card ending [REDACTED]
12. March 2009 Citibank Government Commerce Services Card Statement for card ending in [REDACTED]
13. [REDACTED] Citibank Government Travel Credit Card application
14. Back office receipts for eTravel vouchers
15. Memorandum of Interview, [REDACTED], December 8, 2009
 - Attachment 1: Garrity Warning
 - Attachment 2: [REDACTED] Citibank Government Travel Card Application
 - Attachment 3: Three personal checks from [REDACTED] account
 - Attachment 4: December 4, 2008 eTravel
 - Attachment 5: November 25, 2008 eTravel
 - Attachment 6: October 29, 2009 eTravel
 - Attachment 7: October 10, 2008 eTravel
 - Attachment 8: October 5, 2007 eTravel
 - Attachment 9: October 12, 2007 eTravel
 - Attachment 10: November 8, 2007 eTravel for mileage
 - Attachment 11: November 8, 2007 eTravel for cell phone
 - Attachment 12: November 26, 2007 eTravel
 - Attachment 13: December 19, 2007 eTravel
 - Attachment 14: February 1, 2008 eTravel
 - Attachment 15: February 23, 2008 eTravel
 - Attachment 16: May 21, 2008 eTravel in the amount of \$155.00 and \$200.00
 - Attachment 17: June 13, 2008 eTravel
 - Attachment 18: July 8, 2008 eTravel
 - Attachment 19: July 18, 2008 eTravel
 - Attachment 20: August 12 and 27, 2008 eTravel
 - Attachment 21: September 20, 2007 eTravel
 - Attachment 22: Traveler History Detail for FY 2007, APs 5, 7, 9 and 11
 - Attachment 23: Sworn written statement, [REDACTED], dated December 8, 2009
16. Garrity Warning- [REDACTED] - December 8, 2009
17. Sworn written statement by [REDACTED] dated December 8, 2009
18. Memorandum of Interview, [REDACTED], December 8, 2009
 - Attachment 1: Garrity Form
 - Attachment 2: Written/Signed Statement
19. Garrity Warning- [REDACTED] - December 8, 2009
20. Sworn written statement by [REDACTED] dated December 8, 2009
21. Memorandum of Interview, [REDACTED] December 8, 2009

Attachment 1: Garrity

Attachment 2: Three personal checks from [REDACTED] account

Attachment 3: Sworn written statement, [REDACTED], dated December 8, 2009

22. Garrity Warning- [REDACTED] - December 8, 2009
23. Sworn written statement by [REDACTED] dated December 8, 2009
24. Memorandum of Interview, [REDACTED] December 8, 2009
 - Attachment 1: [REDACTED] November 2008 Embassy Suites invoice
 - Attachment 2: [REDACTED] sworn written statement
25. Sworn written statement by [REDACTED] dated December 8, 2009
26. Memorandum of Interview, [REDACTED] December 15, 2009
 - Attachment 1: [REDACTED] eTravel for Bolger training
 - Attachment 2: PS Form 1012-E
27. April through August 2009 Citibank Government Commerce Services Card Statements for card ending [REDACTED]
28. Hertz-Rent-A-Car records
29. Memorandum of Interview, [REDACTED], January 26, 2011
 - Attachment 1: Garrity Warning- [REDACTED]
30. Garrity Warning- [REDACTED] - January 26, 2011
31. Memorandum of Interview, [REDACTED] February 3, 2011
 - Attachment 1: Garrity Warning [REDACTED]
32. Garrity Warning- [REDACTED] - February 3, 2011
33. Memorandum of Interview, [REDACTED], February 24, 2011
34. Schedule, eTravel voucher submitted September 20, 2007 with corresponding AT&T invoice/call log
35. Schedule, eTravel voucher submitted October 5, 2007 with corresponding AT&T invoice/call log
36. Schedule, eTravel voucher submitted October 12, 2007 with corresponding AT&T invoice/call log
37. Schedule, eTravel voucher submitted November 8, 2007 with corresponding AT&T invoice/call log
38. Schedule, eTravel voucher submitted November 26, 2007 with corresponding AT&T invoice/call log
39. Schedule, eTravel voucher submitted December 19, 2007 with corresponding AT&T invoice/call log
40. Schedule, eTravel voucher submitted February 1, 2008 with corresponding AT&T invoice/call log
41. Schedule, eTravel voucher submitted February 23, 2008 with corresponding AT&T invoice/call log
42. First Schedule, eTravel voucher submitted May 21, 2008 with corresponding AT&T invoice/call log

43. Second Schedule, eTravel voucher submitted May 21, 2008 with corresponding AT&T invoice/call log
44. Schedule, eTravel voucher submitted June 13, 2008 with corresponding AT&T invoice/call log
45. Schedule, eTravel voucher submitted July 8, 2008 with corresponding AT&T invoice/call log
46. Schedule, eTravel voucher submitted July 18, 2008 with corresponding AT&T invoice/call log
47. Schedule, eTravel voucher submitted August 12, 2008 with corresponding AT&T invoice/call log
48. Schedule, eTravel voucher submitted August 27, 2008 with corresponding AT&T invoice/call log
49. Schedule, eTravel voucher submitted October 10, 2008 with corresponding AT&T invoice/call log
50. Summary schedule for cellular calls
51. Schedule, eTravel voucher submitted October 29, 2008
52. TACS for PP 2008-15
53. Schedule, eTravel voucher submitted December 4, 2008
54. Payroll information PP 2008-15
55. AT&T Subscriber and Payment Information
56. Schedule, Traveler History Detail submitted FY 2007, AP 5
57. Schedule, Traveler History Detail submitted FY 2007, AP 7
58. Schedule, Traveler History Detail submitted FY 2007, AP 8
59. Schedule, Traveler History Detail submitted FY 2007, AP 9
60. Schedule, Traveler History Detail submitted FY 2007, AP 10
61. Schedule, Traveler History Detail submitted FY 2007, AP 11
62. Schedule, eTravel voucher submitted November 8, 2007
63. Summary schedule for FY 2007 Traveler History Detail and FY 2007 – 2009 eTravel vouchers
64. Memorandum of Interview, [REDACTED], August 27, 2010
65. [REDACTED] report and notes; Vehicle Maintenance mileage log
66. Memorandum of Interview [REDACTED], January 31, 2011
Attachment 1: In-house Vehicle Maintenance log sheet
67. Memorandum of Interview, [REDACTED] February 9, 2011

All Exhibits can be found in CRIMES and in the hard copy case folder. The exhibits were too voluminous to upload.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

PACIFIC AREA FIELD OFFICE

Civic Center Station
201 13th Street Room 103B
Oakland, CA. 94612-9991

CASE #: 09UISM2986FF02FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM April 2, 2009 TO July 22, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED]

PREPARED BY:

[REDACTED]

DATE: 7-22-2010

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I. PREDICATION

On April 2, 2009, [REDACTED], then Manager, Financial Control and Support (FCS), [REDACTED] District, informed the reporting agent (RA) that [REDACTED], Supervisor, Distribution Operations, Tour 1, [REDACTED] Processing and Distribution Center (P&DC), was untimely with her Postal Service issued Citibank travel credit card payments and allegedly misused the Citibank travel card for personal purchases.

On April 23, 2009, the RA reviewed [REDACTED] Postal Service issued Citibank travel card usage for the credit card ending in xx [REDACTED] provided by [REDACTED], then Citibank Credit Card Coordinator and e-Travel Coordinator, [REDACTED] District. Review of [REDACTED]'s online Citibank credit card statements available for the period October 2008 through December 2008, disclosed [REDACTED] did not pay her credit card balance timely and late payment charges were applied each month (Exhibit 1).

On April 24, 2009, the RA reviewed [REDACTED] Traveler History Summary and the Fiscal Year (FY) 2008 Traveler History Detail, which detailed each accounting period (AP) [REDACTED] reportedly traveled for the Postal Service (Exhibit 2). Review of the Traveler History Summary report disclosed [REDACTED] filed one eTravel claim in FY 2005 and 10 claims in FY 2008. The 10 claims filed in FY 2008 totaled approximately \$10,402.08.

II. SYNOPSIS

The investigation disclosed [REDACTED] submitted questionable claims on eTravel vouchers from January 1, 2008 through May 12, 2008. On an eTravel claim [REDACTED] submitted on February 7, 2008, [REDACTED] was reimbursed for two room service charges in addition to per diem.

[REDACTED] misrepresented hotel charges on her eTravel claim submitted on March 3, 2008, by overstating the hotel taxes and understating one night's room rate and parking charges, which resulted in [REDACTED] receiving reimbursement of a \$23.11 room service charge.

[REDACTED] claimed and received reimbursement for five days of per diem at the daily \$59.00 rate on her eTravel claim submitted on May 18, 2008.

During the March 18, 2010, interview with OIG agents, [REDACTED] volunteered she did not stay overnight during the period of travel she claimed on an eTravel voucher she submitted on May 18, 2008, and subsequently received payment for five days of per

diem. [REDACTED]
[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

On approximately [REDACTED] began her Postal Service career as a Tour 1 Part-Time Flexible (PTF) Distribution Clerk at the [REDACTED] After approximately six months, [REDACTED] became a full-time employee.

This investigation began on or about April 2, 2009, and concluded on or about July 22, 2010.

IV. DETAILS

Allegation 1: [REDACTED] allegedly misrepresented travel expenses claimed on her eTravel vouchers.

Allegation 1 Findings: On April 23, 2009, [REDACTED] provided the RA with a copy of [REDACTED] Citibank Government Travel credit card application for Postal Service travel (Exhibit 3). [REDACTED] signature appeared in Section VI, Cardholder Signature, and was dated December 15, 2005. Attached to the application was a document titled "Memo" dated January 5, 2006, from [REDACTED] since retired Credit Card Coordinator, (Exhibit 3). It appeared [REDACTED] provided [REDACTED] with a copy of Management Instruction FM-640-2002-1, Government-Issued, Individually Billed Travel Charge Cards, to read.

On July 31, 2009, the RA reviewed [REDACTED] January 18, 2008 through December 18, 2008, Citibank travel card statements (Exhibit 4). The RA's review of [REDACTED] January 18, 2008, card statement disclosed four questionable transactions. Two transactions described as "Redwood/Plaza" in [REDACTED] were charged on December 31, 2007 and January 9, 2008, in the amounts of \$402.00 and \$142.40 respectively. A \$24.95 transaction occurred on January 9, 2008, at a Safeway Store in [REDACTED]. A

\$65.63 transaction occurred on January 14, 2008, at the [REDACTED] Restaurant in [REDACTED].

The February 18, 2008, card statement disclosed two questionable transactions. A \$48.68 transaction occurred on February 13, 2008, at Café [REDACTED] in [REDACTED]. A \$50.00 transaction described as Safeway Fuel[®] occurred on February 14, 2008, in Vallejo.

The March 18, 2008, card statement disclosed several questionable transactions. On February 20, 2008, a \$519.10 transaction at Speedee Oil Change in [REDACTED] and a \$77.20 transaction at a Safeway Store also in [REDACTED] were reported. A \$44.25 transaction occurred on February 20 at Hooter's Restaurant in [REDACTED]. A \$40.00 transaction occurred on February 26, 2008, at the Safeway Fuel in [REDACTED]. A \$38.00 transaction occurred on March 5, 2008, at a 76/Circle K in [REDACTED]. A \$50.00 transaction occurred on March 10, 2008, at a Shell Oil in [REDACTED]. The two transactions that occurred in [REDACTED] may be work-related.

The April 18, 2008, through June 18, 2008, card statement transactions disclosed five questionable fuel transactions conducted in [REDACTED].

The May 18, 2008, card statement transactions disclosed three cash advances and cash advance fees. The June 18, 2008, card statement transactions disclosed two cash advances and cash advance fees. The July 18, 2008, card statement transactions disclosed one cash advance and cash advance fee. The September 18, 2008, card statement transactions disclosed two cash advances and cash advance fees.

The RA's review disclosed that [REDACTED] did not pay her credit card balance timely. A previous credit card balance in the amount of \$1,620.83 as of the August 18, 2008, invoice date was not paid. There were no additional charges. The September 18, 2008, card statement disclosed a payment was not received. A \$15.08 late payment charge was listed and the balance due was \$1,635.91. The October 18, 2008, card statement disclosed a previous balance of \$1,635.91; a \$200.00 payment was received; a late payment charge of \$30.39 was reported and the new balance decreased to \$1,466.30. The November 18, 2008, card statement disclosed a previous balance of \$1,466.30; no payments and credits were received; a late payment charge of \$30.39 was reported and the new balance increased to \$1,496.69. The December 18, 2008, card statement disclosed a previous balance of \$1,496.69; no payments and credits were received; a late payment charge of \$35.52 was reported and the new balance increased to \$1,532.21.

On March 18, 2010, the RA concluded a review of nine eTravel vouchers [REDACTED] submitted during FY 2008, along with five hotel receipts. The RA reconciled the hotel receipts provided with the corresponding vouchers. The first voucher had a "Trip Start Date" of January 1, 2008 and a "Trip End Date" of January 7, 2008 (Exhibit 5). The amount [REDACTED] claimed was \$1,801.60 of which \$1,403.91 was due to the government travel credit card and \$397.69 was due to [REDACTED] named this voucher "[REDACTED] Review-[REDACTED]"

The RA noted two questionable expenses in the voucher's "Other" section. [REDACTED] claimed a January 1, 2008, "Room Service" expense in the amount of \$64.18 and a January 7, 2008, "Call to Home" expense in the amount of \$46.51. In the "Per Diem" section, [REDACTED] selected "... [REDACTED] [REDACTED] as her temporary duty station.

The receipt from the Embassy Suites Hotel disclosed [REDACTED] stayed in [REDACTED]. The RA noted a questionable expense in the "Taxi/Limousine" section. [REDACTED] claimed two "Taxi/Limousine" expenses for January 2, 2008; one to Prime Time Shuttle in the amount of \$37.00 charged to her government travel credit card and the second expense to an unnamed "Taxi/Limousine" in the amount of \$7.00, which was not paid with her government travel credit card.

The RA's review of the Embassy Suites Hotel receipt disclosed a January 1, 2008, "Room Service" charge in the amount of \$34.37 and a January 6, 2008, "Room Service" charge of \$29.81. The two "Room Service" charges totaled \$64.18. On January 3, 2008, three "Telephone-LD (Interstate)" calls were charged to [REDACTED] room in the amounts of \$7.08, \$7.58, and \$29.85. On January 7, 2008, a "Telephone-LD (Intrastate)" call was charged to [REDACTED] room in the amount of \$2.00. The four telephone calls totaled \$46.51.

The second voucher had a "Trip Start Date" of January 10, 2008, and a "Trip End Date" of January 14, 2008 (Exhibit 6). The amount [REDACTED] claimed was \$1,568.58 of which \$1,342.89 was due to the government travel credit card and \$225.69 was due to [REDACTED] named this voucher "[REDACTED]"

In the voucher's "Hotel" section, [REDACTED] claimed four nights at a Hyatt; three nights in the amount of \$138.00 and another night in the amount of \$154.64. Two of the four nights were dated January 11, 2008; one in the amount of \$138.00 and the other in the amount of \$154.64. In the "Hotel Tax" section, [REDACTED] claimed hotel taxes in the amount of \$20.83 for three dates, January 11, 12, and 13, 2008. In the "Parking Fees" section, [REDACTED] claimed two hotel parking fees in the amount of \$13.00 for the

dates January 11 and 12, 2008. In the "Per Diem" section, [REDACTED] selected " [REDACTED] " as her temporary duty station.

The RA's review of the Hyatt hotel receipt disclosed [REDACTED] was charged a "Discount Room" in the amount of \$167.50 on January 10, 2008, not \$154.64 as [REDACTED] claimed on her voucher. [REDACTED] was charged \$138.00 for the nights of January 11, 12 and 13, 2008. The Hyatt Hotel charged three taxes: 1) "LB Tour Asmnt," 2) "[REDACTED] Assessment" and 3) "Room Tax." The "LB Tour [REDACTED] tax for the four nights totaled \$17.45, and was credited to X [REDACTED] when she checked out on January 14, 2008. The \$17.45 credit appeared as "County Tax Adj" on the receipt. The four nights of "Room Tax" totaled \$69.78 and was also credited to X [REDACTED] when she checked out on January 14, 2008. The \$69.78 credit appeared as "Tax Adjustment" on the receipt. The receipt listed four "Self Parking" charges in the amount of \$13.00 each for January 10 through 13, 2008. An "In Room Bkfst" in the amount of \$23.11 was charged to [REDACTED] room on January 12, 2008.

[REDACTED] did not reduce the amount the Postal Service owed the government credit card by the amount of \$23.11 in the "Less Personal Amount" section on the receipt page of the voucher. The January 11, 2008, room rate, the hotel taxes and parking fees charged to [REDACTED] government credit card did not reconcile with the expenses [REDACTED] claimed on her voucher. The RA prepared a spreadsheet summarizing [REDACTED]'s hotel receipt and a second spreadsheet detailing the room charges, taxes and parking fees (Exhibit 7).

The third voucher had a "Trip Start Date" of January 31, 2008, and a "Trip End Date" of February 4, 2008 (Exhibit 8). The amount [REDACTED] claimed was \$202.00, which was due to [REDACTED] only claimed mileage for her "Privately Owned Automobile" on this voucher. The description [REDACTED] provided for the mileage claim was "Mileage from 1/31 -2/4/2008." There did not appear to be any notes associated with the entry identifying the locations [REDACTED] drove to and from. [REDACTED] named this voucher "[REDACTED]"

The fourth voucher had a "Trip Start Date" of February 7, 2008, and a "Trip End Date" of February 11, 2008 (Exhibit 9). The amount [REDACTED] claimed was \$326.38, which was due to [REDACTED] claimed per diem for five days at the rate of \$64.00 per day in [REDACTED] also claimed mileage for her "Privately Owned Automobile" in the amount of \$38.38 on February 7, 2008. There did not appear to be any notes associated with the entry identifying the locations [REDACTED] drove to and from.

The fifth voucher had a "Trip Start Date" of February 7, 2008, and a "Trip End Date" of February 11, 2008 (Exhibit 10). The amount [REDACTED] claimed was \$1,147.68, "Less Personal Amount" of \$14.00, of which \$1,133.68 was due to the government travel credit card. In the voucher's "Other" section, [REDACTED] reported a "Movie rental" in the amount of \$14.00 on February 11, 2008, at the Residence's Inn. The Residence Inn's receipt disclosed the movie rental charge occurred on February 10, 2008. The movie charge was \$12.99 plus \$1.01 sales tax, which totaled \$14.00. The RA noted the amount the Postal Service owed [REDACTED] government travel credit card was reduced \$14.00.

The sixth voucher had a "Trip Start Date" of February 21, 2008, and a "Trip End Date" of February 25, 2008 (Exhibit 11). The amount [REDACTED] claimed was \$1,375.75 of which \$1,068.56 was due to the government travel credit card and \$307.19 was due to [REDACTED] voucher entries for the hotel, hotel tax and parking fees reconciled with the charges on the Embassy Suites Hotel receipt.

The seventh voucher had a "Trip Start Date" of February 28, 2008, and a "Trip End Date" of March 3, 2008 (Exhibit 12). The amount [REDACTED] claimed was \$721.28 of which \$364.20 was due to the government travel credit card and \$357.08 was due to [REDACTED] voucher entries for the hotel, hotel tax and parking fees reconciled with the charges on the Residence Inn receipt.

In the seventh voucher's "Privately Owned Automobile" section, [REDACTED] claimed reimbursement for three mileage entries all dated March 3, 2008. The first description was "Mileage from home to work and back" in the amount of \$73.73. The second description was "Mileage from [REDACTED] to [REDACTED] and back" in the amount of \$24.75. The third description was "Mileage from Hotel to Post Office and back daily" in the amount of \$60.60.

The eighth voucher had a "Trip Start Date" of April 3, 2008, and a "Trip End Date" of April 6, 2008 (Exhibit 13). The amount [REDACTED] claimed was \$1,042.44 of which \$852.56 was due to the government travel credit card and \$189.88 was due to [REDACTED]. The RA did not receive a copy of the Embassy Suites Hotel receipt for this voucher; therefore, the RA could not reconcile the voucher with the receipt.

The ninth voucher the RA reviewed had a "Trip Start Date" of April 10, 2008, and a "Trip End Date" of April 13, 2008 (Exhibit 14). The amount [REDACTED] claimed was \$510.01 of which \$252.00 was due to the government travel credit card and \$258.01 was due to [REDACTED]. The RA did not receive a copy of the Ramada Inn receipt for this voucher; therefore, the RA could not reconcile the voucher with the receipt.

Initially, the RA did not receive a copy of [REDACTED] voucher named [REDACTED] reportedly submitted on May 18, 2008. The RA only received a copy of the receipt page for the voucher (Exhibit 15).

On March 18, 2010, the RA and Special Agent (SA) [REDACTED] interviewed [REDACTED]. The SAs identified themselves, presented their credentials and explained the purpose of the interview was to ask [REDACTED] questions regarding her 2008 eTravel vouchers (Exhibit 16). [REDACTED] was provided with her Garrity rights per the U. S. Postal Service "Acknowledgement of Rights" form, which she initialed and signed indicating that she was willing to be interviewed (Exhibit 17).

The RA asked [REDACTED] what training, if any, she received regarding eTravel.

[REDACTED]

As part of the PAFS review team, [REDACTED] reviewed P&DC operations and processes at various [REDACTED] Area P&DCs beginning with Tour 3 and worked into Tour 1.

The RA asked [REDACTED] if she recalled traveling on New Year's Day, January 1, 2008. [REDACTED]

[REDACTED]

The first eTravel voucher the RA discussed with [REDACTED] had a "Trip Start Date" of January 1, 2008, and "Trip End Date" of January 7, 2008 (Exhibit 16, Attachment 2). The RA stated [REDACTED] had two room service charges, \$34.37 and \$29.81, on her hotel receipt that she rolled up into one entry in eTravel, \$64.18. The RA asked [REDACTED] why she claimed reimbursement for the room service charges. [REDACTED] The RA stated [REDACTED] claimed reimbursement for per diem for the entire travel period in eTravel; therefore, she was not entitled to reimbursement of her room service charges. [REDACTED]

The RA's review of this eTravel voucher disclosed [REDACTED] requested Per Diem for the "[REDACTED]" area. The RA asked [REDACTED] if she conducted reviews in these areas in addition to the [REDACTED] review.

[REDACTED]

Further review of the voucher disclosed [REDACTED] requested reimbursement for three "Taxi/Limousine" expenses. On January 1, 2008, there was a \$37.00 government travel card charge for "Prime Time Shuttle," a \$7.00 expense paid by an "other" payment method and a January 7, 2008, \$52.00 government travel card charge for a "Yellow Cab."

[REDACTED]

[REDACTED] initialed and dated the voucher in the section titled "Other" to represent she was willing to reimburse the \$64.18 room service charges.

The RA reviewed a Traveler History Detail report for FY 2008, AP 9, detailing [REDACTED] eTravel expenses claimed during that period (Exhibit 16, Attachment 3). Two entries were listed: 1) Per Diem (by leg) for "59/5 FD LD 0/0/0 [REDACTED] in the amount \$265.50 and a May 12, 2008, expense incurred date; 2) Privately Owned Vehicle in the amount \$282.80 and a May 12, 2008, expense incurred date (Attachment 3).

[REDACTED]

The RA discussed with [REDACTED] an eTravel claim with a "Trip Start Date" date of January 10, 2008, and a "Trip End Date" of January 14, 2008 (Exhibit 16, Attachment 4). [REDACTED] took a taxi from the airport to the hotel and her return to the airport. She rented a car either at the hotel or in the vicinity of the hotel.

The RA asked [REDACTED] how she claimed her hotel charges. [REDACTED]

[REDACTED]

[REDACTED]

In reviewing the January 14, 2008, hotel receipt with [REDACTED], the RA noted the nightly hotel rate for the hotel on January 10, 2008, was \$167.50; however, on January 11 through 13, 2008, the nightly rate was \$138.00. [REDACTED]

The RA showed [REDACTED] that the hotel room tax was credited in the amount \$69.78 and the "[REDACTED]" tax was credited in the amount \$17.45 on the receipt. The RA showed [REDACTED] a summary spreadsheet of the Hyatt Hotel Receipt to assist with reviewing the hotel's receipt (Exhibit 7). The only tax not credited was the \$.13 "[REDACTED] Assessmt" for four nights. On the eTravel voucher, [REDACTED]

[REDACTED] The RA asked [REDACTED] why she entered hotel taxes for three days instead of four and then asked [REDACTED] why she entered the room tax and the "[REDACTED]" tax since the hotel subtracted the taxes. [REDACTED]

The hotel receipt disclosed four parking charges; however, [REDACTED] only claimed two parking charges in eTravel.

The RA noted a \$23.11 "In Room Bkfst" expense itemized on the hotel receipt. [REDACTED] did not enter this expense into eTravel. This expense was included in the \$657.13 the Postal Service paid for [REDACTED] hotel stay. [REDACTED]

[REDACTED] initialed and dated the Hyatt receipt and the eTravel voucher sections titled "Hotel," "Hotel Tax," and "Parking Fees" to document the sections discussed (Exhibit 16, Attachment 4).

[REDACTED] provided a sworn written statement (Exhibit 18).

On March 18, 2010, [REDACTED], Human Resources Specialist, Training, [REDACTED] V [REDACTED] District, provided the RA with [REDACTED] Employee Training History Record (Exhibit 19).

On May 7, 2010, the RA met with [REDACTED] (Exhibit 20). The RA had previously identified herself to [REDACTED]. The RA showed [REDACTED] the "Acknowledgement of Rights" form (Garrity rights) she signed on March 18, 2010 (Exhibit 21). The RA offered [REDACTED] an opportunity to review the form, or if she preferred, a new Acknowledgement of Rights" form could be completed. [REDACTED]

The RA asked [REDACTED] if she located her notes regarding how she computed the mileage she claimed on her 2008 eTravel claims. [REDACTED] The RA asked [REDACTED] if she located her hotel receipts for her 2008 travel. [REDACTED]

On May 7, 2010, the RA interviewed [REDACTED], Senior Plant Manager, [REDACTED] P&DC (Exhibit 22). The RA identified herself, presented her credentials and explained the purpose of the interview was to ask [REDACTED] questions regarding eTravel claims submitted by [REDACTED]

The RA advised [REDACTED] she reviewed [REDACTED] eTravel claims after learning [REDACTED] allegedly misused her Government Travel Citibank credit card. There appeared to be several non-work-related charges on [REDACTED] credit card statements. The RA determined [REDACTED] did not request reimbursement for the non-work-related charges via eTravel. However, the RA's review of [REDACTED] 2008 eTravel claims disclosed questionable entries. [REDACTED]

disallowed. [REDACTED] acknowledged receipts were no longer submitted to management; therefore, he could not compare the receipts with the eTravel claims.

[REDACTED] acknowledged he did not approve all of [REDACTED] eTravel claims as she submitted them; he returned at least one to her for correction. [REDACTED]
[REDACTED]

On May 7, 2010, the RA interviewed [REDACTED] Secretary, [REDACTED] P&DC (Exhibit 23). The RA identified herself, presented her credentials and explained the purpose of the interview was to ask [REDACTED] questions regarding assistance she may have provided [REDACTED] with eTravel and the availability of authorized travel documentation.

[REDACTED]

[REDACTED]

On May 12, 2010, [REDACTED], Criminal Research Analyst, U. S. Postal Service Office of Inspector General, provided the RA with a copy of the eTravel voucher [REDACTED] submitted on May 18, 2008 (Exhibit 24). The RA's review of the voucher disclosed [REDACTED] claimed per diem for five days at the rate of \$59.00 a day in [REDACTED] claimed mileage for her "Privately Owned Automobile" in the amount of \$282.80 on May 12, 2008.

On May 13, 2010, the RA queried the Time and Attendance Collection System (TACS) and obtained "Employee Everything Reports" pertaining to [REDACTED]. The reports obtained were for pay periods (PP) 2008-01-1 through 2008-11-2 (Exhibit 25). A review of PP 2008-01-2 disclosed [REDACTED] as charged annual leave for January 1, 2 and 3, 2008.

On June 16, 2010, the RA reviewed the 2008 payroll journals for [REDACTED] from View Direct for PPs 1 and 2 (Exhibit 26). The View Direct payroll journal for PP 1, week 2 (December 29, 2009 through January 4, 2010), disclosed [REDACTED] was paid 32 hours of annual leave (code 55) and 8 hours for a holiday (code 58). Review of the View Direct payroll journal for PP 2, weeks 1 and 2, reflected an adjustment for PP1. The 32 hours of annual leave [REDACTED] was paid in PP1 was changed to 32 work

hours (code 52) and the 32 hours of annual leave was returned to [REDACTED] for future use.

On May 7, 2010, the RA requested [REDACTED] Senior Manager, Distribution Operations, provide her with the dates [REDACTED] participated with the PAFS Review team in 2008. On May 11, 2010, the RA sent [REDACTED] a follow-up email inquiring as to the status of the information. [REDACTED] did not respond to either request.

On June 15, 2010, the RA requested the dates [REDACTED] participated with the 2008 PAFS reviews from [REDACTED], Operations Support Specialist, [REDACTED] Area. On June 17, 2010, the RA left a voice mail for [REDACTED] regarding the status of the RA's June 15, 2010, request. [REDACTED] did not respond to either request.

V. EXHIBITS

1. [REDACTED] online Citibank credit card statements October through December 2008
2. Traveler History Summary and Traveler History Detail for [REDACTED]
3. [REDACTED] Citibank Government Travel credit card application with a January 5, 2006, "Memo" with an attached copy of Management Instruction FM-640-2002-1
4. [REDACTED] January through December 2008, Citibank travel card statements
5. eTravel voucher "[REDACTED] Coastal Review-[REDACTED]" with Embassy Suites receipt
6. eTravel voucher "[REDACTED]" with Hyatt receipt
7. Summary of Hyatt Receipt and eTravel voucher [REDACTED] and Summary of Hotel, Hotel Tax and Parking Fees from eTravel voucher "[REDACTED]"
8. eTravel voucher "[REDACTED]"
9. eTravel voucher [REDACTED]
10. eTravel voucher [REDACTED] with Residence Inn receipt
11. eTravel voucher [REDACTED] with Embassy Suites receipt
12. eTravel voucher [REDACTED] with Residence Inn receipt
13. eTravel voucher [REDACTED]
14. eTravel voucher [REDACTED]
15. eTravel voucher Receipt page for voucher [REDACTED]
16. Memorandum of Interview, [REDACTED] March 18-19, 2010
 - Attachment 1. Garrity Warning
 - Attachment 2. eTravel voucher for the period January 1-7, 2008, with hotel receipt
 - Attachment 3. Traveler History Detail, FY 2008, AP 9
 - Attachment 4. eTravel voucher for the period January 10-14, 2008, with hotel receipt

- Attachment 5. Sworn written statement by [REDACTED] dated March 19, 2010
17. Garrity Warning
18. Sworn written statement by [REDACTED] dated March 19, 2010
19. [REDACTED] Training record
20. Memorandum of Interview, [REDACTED] May 7, 2010
- Attachment 1: Garrity Warning dated March 18, 2010
21. Garrity Warning dated March 18, 2010
22. Memorandum of Interview, [REDACTED] May 7, 2010
23. Memorandum of Interview, [REDACTED] May 7, 2010
24. eTravel voucher [REDACTED] submitted on May 18, 2008
25. TACS PPs 2008-01-1 through 2008-11-2
26. Payroll journal for 2008 PPs 1 and 2



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
SOUTHWEST AREA FIELD OFFICE
PO BOX 33788
XXX XXXXXX, XX 78265-3788

CASE #: 09UISN1461FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 7, 2009 TO December 7, 2009

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

DISTRIBUTION:
[REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 01/26/10

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On January 7, 2009, Special Agent (SA) [REDACTED] of the United States Postal Service (USPS), Office of Inspector General (OIG) received information from an anonymous source, alleging that [REDACTED], Supervisor, [REDACTED] Post Office (PO), [REDACTED], may have submitted falsified Postal Service claims for local travel – PS Form 1164 (Claim for Reimbursement for Expenditures on Official Business – hereinafter referred to as “vouchers”). The source also alleged that management at the [REDACTED] Post Office may have knowingly approved the falsified claims.

The source further alleged that managers made manual changes to [REDACTED] Time and Attendance Clock System (TACS) for times when [REDACTED] was not working.

This case was initiated to determine if [REDACTED] and other Postal Service employees participated in falsifying reimbursement vouchers to the Postal Service, and if [REDACTED] time and attendance has also been falsified.

II. SYNOPSIS

Investigation substantiated that [REDACTED] submitted falsified vouchers by submitting mileage claims for the use of his personal owned vehicle on occasions when he was not present for work. He claimed reimbursement for allegedly delivering Express mail, but review of Express mail logs and his voucher claims did not coincide with his claims, making verification of his delivering the mail virtually impossible. The vouchers were approved by [REDACTED], former Station Manager, and [REDACTED], Supervisor. Additionally, [REDACTED] submitted and was paid for a voucher signed by [REDACTED] the current Station Manager on February 14, 2009. [REDACTED] was on leave on this date. The vouchers occurred during the period from January 8, 2008 through February 14, 2009. [REDACTED] received reimbursement for these vouchers via USPS money orders and/or cash.

Investigation also revealed that managers at the [REDACTED] Station routinely altered Time and Attendance Collection System (TACS) records to show [REDACTED] at the station when he was not present, or when showing [REDACTED] as not present when in fact he was working.

III. BACKGROUND

[REDACTED] has been a USPS employee since [REDACTED]. He is currently employed as a Carrier and also served as a part time supervisor at the [REDACTED] PO.

[REDACTED]

[REDACTED]

[REDACTED]

USPS Travel Policies/Guidelines

Review of USPS policy Section 2602.1 reveals that employees are allowed to claim local travel between Post Offices when authorized by the Postmaster. Section 2602.2 requires employees to submit claims for reimbursement through the USPS e-Travel pay system. And Section 2602.4 allows an employee to submit reimbursement for non-recurring travel using a PS1164 only when e-Travel or Web Alias is not an option. (Exhibit 1).

Review of USPS Travel and Relocation guidelines, specifically regulation 5-4, states that when it is advantageous to the Postal Service for an employee to travel by auto, the employee is expected to use a Postal Service owned vehicle, contracted vehicle, or GSA owned vehicle. The employee must first try to obtain use of a Postal Service vehicle, before attempting to obtain use of a GSA-contracted or GSA owned vehicle. When none of these are available, the Postal Service may approve the use of the employees' privately owned vehicle (POV) (Exhibit 2). The [REDACTED] PO maintained a spare Long Life Vehicles (LLV) available for the use of mail delivery during the 2009 fiscal year.

Review of Section 2602.4 Non Recurring Travel-Generally distinguishes that that PS Form 1164s should be used for all other local transportation costs. Local payments for travel reimbursements must be limited to non-recurring travel and emergency situations only.

Travel Handbook -15 states that:

"If you use the e-Travel system to claim regular travel reimbursements, you must also use e Travel to claim local travel reimbursements of \$15 or more. When it is advantageous to the Postal Service for you to travel by auto, you are expected to

use a Postal Service owned vehicle, contracted vehicle, or GSA owned vehicle you will be reimbursed with a direct payment to your bank account via electronic transfer. If you are a bargaining unit employee who opted not to use EFT, you will be issued a check."

IV. SUPPORTING DETAILS

Allegation 1: [REDACTED] submitted falsified travel vouchers to the USPS.

Investigation substantiated that [REDACTED] submitted a total of 15 vouchers to the USPS for mileage claims while there was a USPS vehicle available for use, and of those 11 of were falsified claims for reimbursement. He received approximately \$1,959.36 reimbursement from the USPS (Exhibit 3). Investigation also revealed that [REDACTED] submitted a voucher containing the signature of a managing official on days that the manager was on his scheduled day off. Additionally, [REDACTED] submitted vouchers for payment containing claims for days that he was either on scheduled days off or on leave.

Investigation revealed that during the period January 8, 2008, through February 14, 2009, he used his personal vehicle to allegedly deliver Express mail while there were U.S. Postal Vehicles available for usage (The 15 vouchers are identified are included as Attachments 3-17 of [REDACTED] Interview within Exhibit 4). [REDACTED] managers, [REDACTED] who approved the vouchers for payment, were aware that USPS vehicles were available for [REDACTED] to use instead of his personal vehicle. Moreover, [REDACTED] did not sign out the Express mail for delivery as he alleged, but nonetheless, management approved his vouchers for his alleged use of his personal vehicle to deliver Express mail.

January 2, 2009 voucher

On January 2, 2009, an anonymous source observed a blank voucher having only [REDACTED] approval signature lying in the front seat of [REDACTED] vehicle in the [REDACTED] PO parking lot. On January 3, 2009, [REDACTED] submitted a voucher with false entries for reimbursement (the January 3, 2009 voucher is included as Attachment 16 of [REDACTED] interview within Exhibit 4).

On September 25, 2009, agents interviewed [REDACTED]. Also present during the interview was [REDACTED], Union Steward, National Association of Letter Carriers. During the interview [REDACTED] denied receiving a blank signed voucher from [REDACTED] (Exhibit 4).

During [REDACTED] interview on September 24, 2009, he verified his approval signature and denied the January 2, 2009, approval date was his writing. [REDACTED]

February 14, 2009 voucher

A review of [REDACTED] Time and Attendance Clock ring (TACS) record for the period of February 9, 2009 through February 17, 2009, identified that [REDACTED] was not at work on February 14, 2009. [REDACTED] submitted a voucher for reimbursement with an approval date of "2/14/09" containing [REDACTED] signature claiming \$272.70 for his mileage (Exhibit 6). [REDACTED]

[REDACTED] (Exhibit 5).

October 22 through December 8, 2008 vouchers

On June 7, 2009, SA [REDACTED] received copies of four of [REDACTED] vouchers provided by an anonymous source. The four vouchers covered the periods October 22, 2008, December 8, 2008, January 3, 2008, and February 14, 2009. These vouchers included 14 days of mileage claims on days that [REDACTED] was either on annual leave or on his scheduled day off (SDO). These vouchers also identified eight days that did not require the delivery of Express mail. [REDACTED] also claimed one trip to the [REDACTED] General Mail Facility on [REDACTED], when in fact he rode in [REDACTED] personal owned vehicle to attend the training and did not incur any expenses (Exhibit 4). The following dates identify the voucher approval dates and discrepancies regarding [REDACTED]'s claims submitted to the [REDACTED] PO:

VOUCHER DATE	DATE CLAIM	DISCREPANCY
October 22, 2008	8/12/2008	Annual Leave
	8/13/2008	Annual Leave
	8/13/2008	Annual Leave
	8/14/2008	Annual Leave
	8/15/2008	SDO
	8/16/2008	SDO
	8/18/2008	No Mail delivery run required

	8/25/2008	SDO
	9/6/2008	No Mail delivery run required
	9/22/2008	No Mail delivery run required
	9/24/2008	No Mail delivery run required
	9/27/2008	No Mail delivery run required
December 8, 2008	11/15/2008	SDO
	12/01/2008	Road with [REDACTED]
	12/02/2008	SDO
January 2, 2009	12/08/2008	Rural Carrier did express run
	12/09/2008	Rural Carrier did express run
	12/09/2008	Rural Carrier did express run
	12/11/2008	SDO
	12/18/2008	SDO
February 14, 2009	1/08/2009	SDO

February 9, 2008 – February 14, 2009 vouchers/clock ring adjustments

A review of [REDACTED] TACS records confirmed the 12 days that [REDACTED] was off on the days that he claimed mileage on his vouchers and received reimbursement from the USPS for using his personal vehicle (Exhibit 3).

Further review of [REDACTED] vouchers identified the below listed 11 vouchers having 24 false entries for which [REDACTED] submitted mileage claims on days that he was either on annual leave or on his SDO (Exhibit 3). [REDACTED] had four additional claims that included mileage for a future date of May 5, 2008 on his voucher that was approved on March 5, 2008. He also claimed mileage twice on May 26, 2008, on two different vouchers. The two vouchers were approved on May 9, 2008, and May 16, 2008, and are noted below. [REDACTED] also changed the date on his claim of "11/30", which was his day off, to "12/1" which was his scheduled work day. This voucher was approved on December 8, 2008.

VOUCHER DATE	DATE CLAIM	Voucher Amount	DISCREPANCY
February 9, 2008,	1/6/2008	\$57.10	Day off
March 5, 2008,	5/5/2008	\$105.73	Future date

March 15, 2008,	3/9/2008	\$69.36	Day off
April 24, 2008,	4/4/2008	\$110.58	Day off
	4/9/2008		Day off
May 9, 2008,	4/18/2008	\$127.07	Day off
	4/19/2008		Day off
	4/26/2008		Duplicate 5/16
May 16, 2008,	5/2/2008	\$119.61	Day off
	4/26/2008		Duplicate 5/9
October 22, 2008,	8/12/2008	\$309.47	Day off
	8/13/2008		Day off
	8/14/2008		Day off
	8/15/2008		Day off
	8/16/2008		Day off
	8/25/2008		Day off
November 12, 2008	10/3/2008	\$257.40	Day off
	10/4/2008		Day off
	10/6/2008		Day off
	11/6/2008		Day off
December 08, 2008	11/15/2008	\$218.21	Day off
	12/2/2008		Day off
	12/1/2008		Changed 11/30 day off date to 12/1
January 2, 2009,	12/11/2008	\$312.76	Day off
	12/18/2008		Day off
February 14, 2009	1/15/2009	\$272.70	Day off
	1/8/2009		Day off
	1/6/2009		Day off

These 11 vouchers totaled approximately \$1,959.36 for which [REDACTED] received reimbursement from the USPS.

[REDACTED] interview concerning December 8, 2008, voucher

During [REDACTED] interview he admitted to [REDACTED]. When agents showed [REDACTED] his voucher (dated December 8, 2008) reflecting the mileage claim for attending the training at the General Mail Facility, [REDACTED] (Exhibit 4).

Accountable Mail Matter Received for Delivery (PS Form 3867)

On June 14, 2009, SA [REDACTED] completed analysis of Postal Service Form 3867s, Accountable Mail Matter Received for Delivery (PF 3867) obtained from the [REDACTED] Station and PS 1164s submitted by [REDACTED] to determine the veracity of vouchers submitted by [REDACTED] for allegedly delivering Express mail. The documents covered the period of December 2007 through January 2009.

Accordingly, PSF 3867s identify accountable items that a postal employee is required to sign for prior to their delivery. The accountable items are maintained by route and date of the delivery. Analysis of PSF 3867s identified the mail items signed out by [REDACTED], and items that were left blank and/or noted with "Supervisor" instead of a signature in the Delivery Clerk column of the PSF 3867.

A comparison was made of the dates of [REDACTED] below identified 15 vouchers to the specific delivery dates on the PSF 3867s. The comparison identified approximately 130 dates [REDACTED] never signed for any express mail items on the specified days for which he claimed reimbursement making verification of Express mail delivery impossible. The following table does not include any items that had a blank or the designation "Supervisor" instead of a signature on the PSF3867s:

PS 1164 Date	PS 1164 Amount	Approved By	Claim Date	Remarks relative to review of 3867 and 1164s
1/8/2008	\$88.76	[REDACTED]	12/4/2007	Did not sign for mail on this date for any routes
			12/5/2007	Did not sign for mail on this date for any routes
			12/10/2007	Did not sign for mail on this date for any routes
			12/18/2007	Did not sign for mail on this date

				for any routes
			12/19/2007	Did not sign for mail on this date for any routes
			12/26/2007	Did not sign for mail
			12/28/2007	Did not sign for mail for any routes
2/9/2008	\$57.10		1/6/2008	Did not sign for mail, Not at work- Day Off
			1/18/2008	Did not sign for mail
			2/4/2008	Did not sign for mail
			2/7/2008	Did not sign for mail
3/5/2008	\$105.73		2/4/2008	Same date claim on 2/9/08 PS 1164, did not sign for any mail
			2/5/2008	Did not sign for mail
			2/8/2008	Did not sign for mail
			2/12/2008	Did not sign for mail
			2/19/2008	Did not sign for mail
			2/21/2008	Did not sign for mail
			2/25/2008	Did not sign for mail
			2/26/2008	Did not sign for mail
			3/5/2008	Appears as "May" vr Mar, did not sign for mail on March 5, 2008
3/15/2008	\$69.36		3/9/2008	Did not sign for mail
			3/11/2008	Did not sign for mail
			3/13/2008	Did not sign for mail
			3/14/2008	Did not sign for mail
No date	\$83.90		3/22/2008	RT 3838 did not sign for mail RT 3839 did sign for mail
			3/24/2008	RT 3839 did not sign for mail RT 3863 did not sign for mail
			3/25/2008	RT 3838 did not sign for mail RT 3839 did not sign for mail RT 5406 did not sign for mail
			3/26/2008	RT 3839 did not sign for mail
			3/27/2008	RT 3836 did not sign for mail RT 3838 did not sign for mail RT 3839 did not sign for mail
			3/28/2008	RT 3838 did not sign for mail

				RT 3854 did not sign for mail
			3/29/2008	RT 3839 did not sign for mail
4/24/2008	\$110.58		4/1/2008	RT 3862 did not sign for mail
			4/2/2008	Did not sign for mail
			4/3/2008	Did not sign for mail
			4/4/2008	Did not sign for mail Day off
			4/5/2008	Did not sign for mail
			4/7/2008	Did not sign for mail for any routes on this date.
			4/8/2008	RT 3836 did not sign for mail RT 3838 did not sign for mail RT 3839 did not sign for mail
			4/9/2008	RT 3833 did not sign for mail RT 3835 did not sign for mail RT 3839 did not sign for mail Day off
			4/10/2008	RT 3839 did not sign for mail
			4/11/2008	RT 3838 did not sign for mail RT 3839 did not sign for mail RT 3862 did not sign for mail
			4/12/2008	RT 3839 did not sign for mail RT 3862 did not sign for mail RT 5406 did not sign for mail
			4/14/2008	RT 3837 did not sign for mail RT 3839 did not sign for mail RT 3842 did not sign for mail
5/7/2008	\$127.07		4/15/2008	RT 3833 did not sign for mail RT 3839 did not sign for mail Day off
			4/16/2008	RT 3839 did not sign for mail RT 3862 did not sign for mail
			4/18/2008	RT 3836 did not sign for mail RT 3838 did not sign for mail RT 3839 did not sign for mail Day off
			4/21/2008	RT 3839 did not sign for mail RT 5406 did not sign for mail

			4/22/2008	RT 3839 did not sign for mail RT 5406 did not sign for mail
			4/23/2008	RT 3831 did not sign for mail RT 3833 did not sign for mail RT 3839 did not sign for mail
			4/24/2008	RT 3838 did not sign for mail RT 3839 did not sign for mail RT 3862 did not sign for mail
			4/25/2008	RT 3838 did not sign for mail RT 3839 did not sign for mail RT 3862 did not sign for mail
			4/26/2008	RT 3839 did not sign for mail -dup RT 5411 did not sign for mail
5/16/2008	\$119.61		4/26/2008	RT 3836 did not sign for mail RT 3838 did not sign for mail RT 3839 did not sign for mail -dup
			4/28/2008	RT 3836 did not sign for mail RT 3838 did not sign for mail RT 3839 did not sign for mail
			4/29/2008	RT 3839 did not sign for mail RT 3862 did not sign for mail RT 5411 did not sign for mail
			5/1/2008	RT 3831 did not sign for mail RT 3833 did not sign for mail RT 3839 did not sign for mail
			5/1/2008	RT 3830 did not sign for mail RT 3833 did not sign for mail
			5/2/2008	RT 3831 did not sign for mail RT 3839 did not sign for mail RT 3841 did not sign for mail
			5/3/2008	RT 3831 did not sign for mail RT 3838 did not sign for mail RT 3839 did not sign for mail
			5/3/2008	RT 5406 did not sign for mail
			5/6/2008	RT 3831 did not sign for mail RT 3835 did not sign for mail RT 3839 did not sign for mail
6/18/2008	\$144.93		5/17/2008	RT 3839 did not sign for mail RT 3862 did not sign for mail

			5/19/2008	RT 3839 did not sign for mail RT 5406 did not sign for mail
			5/19/2008	RT 3839 did not sign for mail RT 3836 did not sign for mail RT 3831 did not sign for mail
			5/20/2008	RT 3839 did not sign for mail RT 5411 did not sign for mail
			5/21/2008	RT 3839 did not sign for mail RT 3837 did not sign for mail RT 3831 did not sign for mail
			5/22/2008	RT 3839 did not sign for mail RT 3833 did not sign for mail RT 3830 did not sign for mail RT 3862 did not sign for mail
			5/23/2008	Did not sign for mail on this date for any routes
			6/9/2008	RT 3838 did not sign for mail RT 3833 did not sign for mail RT 3830 did not sign for mail
			6/10/2008	RT 3839 did not sign for mail RT 3833 did not sign for mail RT 3831 did not sign for mail
			6/11/2008	Did not sign for mail on this date for any routes
7/19/2008	\$94.94		7/7/2008	Date has been obliterated
			7/16/2008	Did not sign for mail on this date for any routes
10/22/2008	\$309.47		8/12/2008	RT 3833 did not sign for mail RT 3839 did not sign for mail
			8/13/2008	RT 3833 did not sign for mail RT 3838 did not sign for mail RT 3862 did not sign for mail
			8/14/2008	Did not sign for mail on this date for any routes
			8/15/2008	RT 3838 did not sign for mail RT 3842 did not sign for mail RT 5406 did not sign for mail

		8/16/2008	RT 3838 did not sign for mail RT 3839 did not sign for mail
		8/18/2008	RT 3839 did not sign for mail
		8/20/2008	Did not sign for mail on this date for any routes
		8/22/2008	Did not sign for mail on this date for any routes
		8/23/2008	Did not sign for mail on this date for any routes
		8/25/2008	Did not sign for mail on this date for any routes
		8/27/2008	Did not sign for mail on this date for any routes
		9/4/2008	Did not sign for mail on this date for any routes
		9/6/2008	RT 3833 did not sign for mail RT 3838 did not sign for mail RT 3862 did not sign for mail Did not sign for any RR on this date
		9/8/2008	Did not sign for mail on this date for any routes
		9/9/2008	Did not sign for mail on this date for any routes
		9/12/2008	Did not sign for mail on this date for any routes
		9/17/2008	Did not sign for mail on this date for any routes
		9/19/2008	RT 3839 did not sign for mail RT 5413 did not sign for mail RT 5406 did not sign for mail
		9/22/2008	RT 3838 did not sign for mail RT 3839 did not sign for mail
		9/23/2008	RT 3839 did not sign for mail RT 3842 did not sign for mail RT 3862 did not sign for mail
		9/24/2008	RT 3833 did not sign for mail RT 3836 did not sign for mail RT 3862 did not sign for mail

			9/26/2008	RT 3839 did not sign for mail RT 3841 did not sign for mail
			9/27/2008	RT 3839 did not sign for mail
			9/30/2008	Did not sign for mail on this date for any routes
11/12/2008	\$257.40	██████	10/1/2008	Did not sign for mail on this date for any routes
			10/3/2008	Did not sign for mail on this date for any routes
			10/4/2008	Did not sign for mail on this date for any routes
			10/5/2008	Did not sign for mail on this date for any routes
			10/6/2008	Did not sign for mail on this date for any routes
			10/8/2008	Did not sign for mail on this date for any routes
			10/14/2008	Did not sign for mail on this date for any routes
			10/18/2008	Did not sign for mail on this date for any routes
12/8/2008	\$218.21	██████	11/8/2008	Did not sign for mail on this date for any routes
			11/10/2008	Did not sign for mail on this date for any routes
			11/12/2008	Did not sign for mail on this date for any routes
			11/14/2008	Did not sign for mail on this date for any routes
			11/18/2008	Did not sign for mail on this date for any routes
			11/19/2008	Did not sign for mail on this date for any routes
			11/22/2008	Did not sign for mail on this date for any routes
			11/24/2008	Did not sign for mail on this date for any routes
			11/25/2008	Did not sign for mail on this date for any routes

			12/1/2008	Did not sign for mail on this date for any routes
			12/2/2008	Did not sign for mail on this date for any routes
1/2/2009	\$312.76	██████	12/8/2008	Did not sign for mail on this date for any routes
			12/15/2008	Did not sign for mail on this date for any routes
			12/18/2008	Did not sign for mail on this date for any routes
			12/19/2008	Did not sign for mail on this date for any routes
			12/29/2008	Did not sign for mail on this date for any routes
2/14/2009	\$272.70	██████	1/7/2009	Did not sign for mail on this date for any routes
			1/13/2009	Did not sign for mail on this date for any routes
			1/14/2009	Did not sign for mail on this date for any routes
			1/15/2009	Did not sign for mail on this date for any routes
			1/22/2009	Did not sign for mail on this date for any routes
			1/23/2009	Did not sign for mail on this date for any routes
			1/26/2009	Did not sign for mail on this date for any routes
			1/27/2009	Did not sign for mail on this date for any routes
			1/28/2009	Did not sign for mail on this date for any routes

During ██████ interview on September 25, 2009, ██████ verified his signature and dates on each of the original 15 above identified PS 1164s. ██████ dated and initialed the top right hand corner of each voucher he verified during his interview (Exhibit 4).

Accordingly, the PS 3867's he delivered remained signed out by the route carrier even if [REDACTED] delivered the actual package (Exhibit 4). [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

approved. [REDACTED]

Allegation 2: Management at [REDACTED] Post Office changed TACS records.

covered the period from November 2008 through February 2009.



The PSF 1260's reflected the following TACS changes for [REDACTED]:

Change Date	Time Changed	Item Changed	Supervisor
11/13/2008	1100	Out to Lunch (OL)	[REDACTED]
	1200	In from Lunch (IL)	[REDACTED]
	1565	End Tour (ET)	[REDACTED]
12/5/2008	1412	ET	None
12/6/2008	1412	ET	Unidentifiable
12/13/2008	0430	Began Tour (BT)	None
12/19/2008	1200	OL	Unidentifiable
	1300	IL	Unidentifiable
12/22/2008	1200	OL	Unidentifiable
	1300	IL	Unidentifiable
	1630	ET	Unidentifiable
12/23/2008	1200	OL	(Blank)
	1230	IL	(Blank)
12/26/2008	0430	BT	[REDACTED]
12/27/2008	1200	OL	Unidentifiable
	1250	IL	Unidentifiable
	1350	ET	Unidentifiable
2/11/2008	0450	BT	Unidentifiable
12/29/2008	1200	OL	(Blank)
	1300	IL	(Blank)
12/29/2008	1250	OL	(Blank)
	1300	IL	(Blank)
12/31/2008	0400	BT	(Blank)
	1200	OL	(Blank)
	1300	IL	(Blank)
1/5/2009	1200	OL	(Blank)
	1300	IL	(Blank)
	1600	ET	(Blank)
1/12/2009	1200	OL	Unidentifiable
	1300	IL	Unidentifiable
1/14/2009	1200	OL	Unidentifiable

	1300	IL	Unidentifiable
1/17/2009	1100	OL	Unidentifiable
	1200	IL	Unidentifiable
	1368	ET	Unidentifiable
1/21/2009	1275	IL	Unidentifiable
2/2/2009	0450	BT	Unidentifiable
2/5/2009	1350	IL	
2/9/2009	1300	OL	Unidentifiable
	1400	IL	Unidentifiable
2/10/2009	1355	ET	Unidentifiable

A review of [REDACTED] TACS records for the period of December 22, 2007 through December 31, 2008 identified approximately 280 days that [REDACTED] clock rings were manually adjusted having lunch hours ranging from 1.19 to 6.08 hours by [REDACTED] PO managers.

[REDACTED] arrests and TACS changes

[REDACTED] County Clerk records identified that on December 31, 2007, [REDACTED] was arrested by local authorities. [REDACTED] Court records also identified that on January [REDACTED] was arrested at the [REDACTED] PO by the [REDACTED] Police Department.

On January 8, 2009, SA [REDACTED] met with the Court Clerk of the [REDACTED] Magistrate Office, [REDACTED] concerning the arrest of [REDACTED] supervisor [REDACTED] Post Office, [REDACTED]. The Magistrate Court Clerk reviewed their data base and advised that [REDACTED] was placed in the [REDACTED] jail on December 31, 2007, at approximately 12:40 PM and released on the same date at 3:00 PM. [REDACTED] was incarcerated for a speeding violation relative to ticket warrant [REDACTED] (Exhibit 7).

A review of [REDACTED] TACS records reflect that he was scheduled to work on Saturday, December 29, 2007; Monday, December 31, 2007; Tuesday, January 1, 2008 (Holiday); Thursday January 3, 2008; and Friday, January 4, 2008. [REDACTED] TACS records for December 31, 2007 reflect he his clock rings were manually adjusted to show that he worked eight hours for that day. [REDACTED] authorized the eight hours of higher level pay (level 17) on January 4, 2008. The TACS records reflect that [REDACTED] clocked in at 6:96 (6:58AM) and clocked out at 19:99 (7:59 PM) with an Out to Lunch time from 11:00 (11:00AM) to In from Lunch time to 16:00 (4:00 PM) which was adjusted by [REDACTED] on January 2, 2008, to reflect that he worked eight hours on the day he was arrested (Exhibit 8).

No PS form 1260 could be located for the manual entries performed on December 31, 2007, for the changes performed by [REDACTED] and approved by [REDACTED]. On January 29, 2009, SA [REDACTED] received information from [REDACTED] City Secretary [REDACTED] concerning the arrest of [REDACTED] supervisor [REDACTED] Post Office [REDACTED]. Information received identified that [REDACTED] was issued a traffic citation on Wednesday, January 16, 2008, at approximately 06:32 at the 7400 block of [REDACTED]. [REDACTED] fine was \$579.40 for driving 52 miles per hour (mph) in a 35 mph zone (Exhibit 9).

[REDACTED] failed to appear in court on March 27, 2008, and an arrest warrant was issued on April 15, 2008. On [REDACTED] at approximately 1143 hours, [REDACTED] was arrested at [REDACTED]. On [REDACTED] a personal recognizance bond was set at \$570.00 and [REDACTED] was released from custody at approximately 1750 hours (Exhibit 9).

Review of [REDACTED] TACS reflect that he was scheduled to work on Saturday, September 6, 2008; Monday, September 8, 2008; Tuesday, September 9, 2009; Wednesday September 10, 2008; and Friday September 12, 2008. [REDACTED] scheduled work hours were 07:00 (7:00 AM) through 15:50 (4:30 PM) with .50 (30 minutes) for lunch. On [REDACTED]; the date that [REDACTED] was arrested at the [REDACTED] PO, [REDACTED] clock rings were manually adjusted to reflect that he worked eight hours on city route [REDACTED]. Manual adjustments were made to [REDACTED] TACS records by [REDACTED] and [REDACTED]. The TACS records reflect that [REDACTED] clocked in at 7:78 (7:47 AM) on September 10, 2008 (Exhibit 8).

On September 11, 2008, [REDACTED] manually adjusted [REDACTED] TACS to show his End Tour time at 10:50 (10:30 AM) and on annual leave at 11:28 for 04.28 hours (Exhibit 8).

On September 12, 2008, [REDACTED] adjusted [REDACTED] September 10, 2008, records to reflect he worked for eight hours. [REDACTED] changed [REDACTED] TACS records to reflect that he was at Out to Lunch at 11:00 (11:00 AM) and deleted [REDACTED]'s annual Leave. [REDACTED] deleted [REDACTED] End of Tour time of 11:50 (11:30 AM) and changed it to In from Lunch 12:00 (Noon) and entered [REDACTED] End of Tour time at 16:78 (4:47PM) (Exhibit 8).

No PS form 1260 could be located at the [REDACTED] PO for the manual entries performed on December 31, 2007, for the changes performed by

During [REDACTED] interview on September 24, 2009, [REDACTED] reviewed [REDACTED] TACS records for changes identified and confirmed that her employee identification number was used to make [REDACTED] TACS changes for the two days he was incarcerated. [REDACTED] did not recall making the questioned changes (Exhibit 10).

During [REDACTED] interview on September 24, 2009, [REDACTED] reviewed [REDACTED] TACS records for changes identified and confirmed that her employee identification number was used to make [REDACTED] TACS changes for the two days he was incarcerated (Exhibit 11).

V. DISPOSITION

This report is provided for your review and administrative action deemed necessary.

VI. EXHIBITS

1. USPS policy 2602.01-2602.4- Travel Reimbursements.
2. USPS Travel and relocation regulation 5-4 Arranging to use a Postal Service or GSA Vehicle.
3. MOA dated October 9, 2009, TACS records and 11-PS1164s with false entries.
4. [REDACTED] Memorandum of Interview dated September 25, 2009.
5. [REDACTED] Memorandum of Interview dated September 24, 2009.
6. Memorandum of Activity dated February 17, 2009, relative to review of [REDACTED]'s voucher and TACS record of February 14, 2009.
7. Memorandum of Activity dated January 8, 2009 relative to information received from Magistrate Office, [REDACTED].
8. Memorandum of Activity dated August 17, 2009, relative Reese's review of TACS records on days of [REDACTED] arrest.
9. Memorandum of Activity dated January 30, 2009 relative information received from [REDACTED] City Clerk's Office
10. [REDACTED] Memorandum of Interview dated September 24, 2009.

11. [REDACTED] Memorandum of Interview dated September 24, 2009.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
10375 PARK MEADOWS DRIVE
SUITE 200
LONE TREE, CO 80124-6736

CASE #: 09UISU2375FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM March 13, 2009 TO March 31, 2009

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

n/a

[REDACTED]

PREPARED BY: [REDACTED]

DATE: 3/31/2009

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On February 25, 2009, the Office of Inspector General received information from [REDACTED] Acting Manager Post Office Operations, [REDACTED] misusing his government issued travel charge card. [REDACTED] carried a balance on the card of about \$1000. [REDACTED]

II. SYNOPSIS

Our investigation determined that [REDACTED] utilized his USPS issued travel card for personal expenses, none of which were incurred while on official travel. As of the statement closed February 18, 2009, a balance remained on the travel card account in the amount of \$832.31.

III. BACKGROUND

[REDACTED] in duty with the USPS on July 9, 1994. [REDACTED] was issued a government travel credit card for official travel purposes by the USPS. [REDACTED] signed acknowledgements of terms of use of the card on November 8, 2005, 2005, and again on November 19, 2005.

The USPS F-15 Travel and Relocation Handbook, Section 3-2.1 Government Travel Card System, What It Is, specifically states, "Important: You may not use the government travel card for personal business."

The Citibank Government Services Travel Card Program Cardholder Account Agreement states in section (2) Use of the Card, "I agree to use the Card only for official travel and official travel related expenses away from my official station/duty station in accordance with my Agency/Organization policy. I agree not to use the Card for personal, family or household purposes." Section (4) Payment states, "My billing statement is due and payable, in full, upon receipt of the statement but must be received by the Bank no later than 25 calendar days from the closing date on the statement in which the charge appeared."

A Memorandum for [REDACTED] District Employees, dated October, 2003, reiterates the contract terms as stated in the Citibank Government Services Travel Card Program Cardholder Account Agreement including those detailed above (Exhibit 5). Postal Bulletin 22015 – January 13, 2000 entitled Postal Employee Use of Citibank VISA Travel Cards states, "Citibank VISA charge cards have been issued to nonbargaining employees who travel on official business." "These cards are not to be used for personal business." "Citibank VISA charge card holders have agreed to pay the balance in full each month upon receipt of the bill."

IV. SUPPORTING DETAILS

Allegation 1:

[REDACTED] utilized his USPS issued government travel credit card for personal expenses.

Allegation 1 Findings:

On February 27, 2009, [REDACTED], Acting Manager Post Office Operations (A/MPOO), Area 4, provided Office of Inspector General (OIG) Special Agent (SA) [REDACTED], via electronic mail, with copies of Citibank government issued travel credit card statements for periods May 17, 2008, through February 18, 2009, for [REDACTED], Officer in Charge (OIC), [REDACTED] Post Office, [REDACTED] (Exhibit 1). On March 2, 2009, A/MPOO [REDACTED]

On March 4, 2009, OIG Investigative Assistant [REDACTED] provided [REDACTED] with a travel credit card summary spreadsheet for charges incurred by [REDACTED] during the above described timeframe (Exhibit 2). Between May 27, 2008, and October 29, 2008, [REDACTED] took cash advances from his travel card totaling \$3,660.00 with associated fees of \$80.88 (Exhibit 1). The statement ended September 18, 2008, revealed a charge of \$42.82 to "Outback" on August 29, 2008, and a charge of \$106.74 to "Americinn of [REDACTED]" on August 30, 2008 (Exhibit 1). [REDACTED] travel card statements ended January 16, 2009, and February 18, 2009, revealed late payment charges of \$2.82 and \$18.20, respectively (Exhibit 1). All statements reviewed, May 17, 2008, through February 18, 2009, revealed outstanding balances. [REDACTED]'s final statement, February 18, 2009, showed a balance due of \$832.31 (Exhibit 1).

[REDACTED]'s travel card statements revealed that personal payments were made on the card during statements ended July 18, 2008, August 18, 2008, September 18, 2008, and February 18, 2009. Those payments totaled \$1,915.00 (Exhibit 2). Payments were made on the card by "USPS [REDACTED]" for statements ended September 18, 2008,

October 17, 2008, December 18, 2008, and January 16, 2009. Those payments totaled \$1,164.15 (Exhibit 2). No payments were made on the card during the statements ended June 18, 2008, and November 18, 2008 (Exhibit 1).

On March 4, 2009, [REDACTED] Financial Services, [REDACTED], provided SA [REDACTED], via electronic mail, with [REDACTED] eTravel claims for fiscal years 2008 and 2009 to date (Exhibit 3). All claims were for "Privately Owned Vehicle". Approvers were A/MPOO [REDACTED] and former Area MPOO [REDACTED]. Claimed and approved amounts totaled \$2,044.01. Claims submitted prior to September 2008 were paid to "Other" [typically meaning the traveler] and totaled \$879.86. Claims submitted in September 2008 and thereafter were paid to "Gov't Travel Card" and totaled \$1,164.15 (Exhibit 3).

On March 16, 2009, SA [REDACTED] accessed the Electronic Data Warehouse and ran financial reports for the [REDACTED] Post Office from July 2008 through March 2008 for accounting categories Floor Stock Overage and Shortage, Financial Difference Overage and Shortage, Employee Stamp Credit Overage and Shortage, Employee Cash Overage and Shortage (Exhibit 4). There were no items reported relative to [REDACTED] tenure as OIC in [REDACTED].

On March 26, 2009, [REDACTED] Financial Services, provided SA [REDACTED], via electronic mail, with a copy of [REDACTED] Citibank Government Travel Card Setup Form, signed by [REDACTED] on November 8, 2005, and a copy of [REDACTED] Citibank Travel Cardholder Acknowledgement, signed by [REDACTED] on November 19, 2005 (Exhibit 5).

On March 20, 2009, OIG SAs [REDACTED] and [REDACTED] visited the [REDACTED] Post Office. Also present was A/MPOO [REDACTED], [REDACTED] Postmaster, [REDACTED], Postmaster Relief, [REDACTED] Post Office.

[REDACTED] conducted a count of the post office and completed a PS Form 3294, Cash and Stamp Stock Count and Summary (Exhibit 6). Results of the count revealed that the unit was in balance.

[REDACTED] conducted a count of [REDACTED]'s drawer and completed a PS Form 3294, Cash and Stamp Stock Count and Summary (Exhibit 7). Results of the count revealed that [REDACTED] drawer was over by \$8.02. The form was not dated, however, SA [REDACTED] observed [REDACTED] complete the form on March 20, 2009.

[REDACTED] completed an Unresolved Items Worksheet for [REDACTED] Post Office (Exhibit 8). None of the items related to [REDACTED]'s tenure as OIC and are being addressed separately. The form was dated March 19, 2009, but SA [REDACTED] observed [REDACTED] complete the form on March 20, 2009.

Following an interview with OIG Agents, A/MPOO [REDACTED] placed [REDACTED] in an off-duty status without pay effective March 20, 2009 (Exhibit 9). Subsequently, a PS Form 971, Certificate of Transfer, was completed to transfer responsibility of the post office from [REDACTED] (Exhibit 10). The form was dated March 19, 2009, although SA [REDACTED] observed [REDACTED] and [REDACTED] sign the form on March 20, 2009.

On March 20, 2009, OIG SAs [REDACTED] and [REDACTED] interviewed [REDACTED] at the [REDACTED] Post Office, [REDACTED] regarding improper charges made on [REDACTED] government issued travel charge card (Exhibit 11).

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SA [REDACTED] presented to and reviewed with [REDACTED] copies of his government issued travel credit card statements for billing periods ending June 18, 2008, through February 18, 2009 (Exhibit 1). For the statement ended June 18, 2008 [REDACTED]

[REDACTED]

For the statement periods ended July 18, 2008, and August 18, 2008 (Exhibit 1).

[REDACTED]

On the statement ended September 18, 2008, there was a charge to "Outback" for \$42.82. [REDACTED]

[REDACTED]

[REDACTED] began as OIC [REDACTED] on October 11, 2008, and received some reimbursement to his travel card via eTravel for travel as OIC. On the statements ended January 16, 2009, and February 18, 2009, late charges were assessed and a balance remained of \$832.31 (Exhibit 1). [REDACTED]

[REDACTED]

After reviewing the above described travel card statements [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] provided a written sworn statement (Exhibit 11).

Allegation 2:

[REDACTED] did not pay the balance owed on his Citibank travel card account in full within 25 days of the closing date on the statement.

Allegation 2 Findings:

A review of [REDACTED] Citibank government issued travel credit card statements for periods May 17, 2008, through February 18, 2009, revealed a balance was owed and carried forward during each statement period. [REDACTED] final statement, February 18, 2009, showed a balance due of \$832.31. Statements ended January 16, 2009, and February 18, 2009, revealed late payment charges of \$2.82 and \$18.20, respectively. No payments were made on the card during the statements ended June 18, 2008, and November 18, 2008 (Exhibit 1).

On March 20, 2009, OIG SAs [REDACTED] and [REDACTED] interviewed [REDACTED] at the [REDACTED] Post Office, [REDACTED], regarding improper charges made on [REDACTED]'s government issued travel charge card (Exhibit 11). [REDACTED] began as OIC in [REDACTED] on October 11, 2008, and received some reimbursement to his travel card via eTravel for travel as OIC. On the statements ended January 16, 2009, and February 18, 2009, late charges were assessed and a balance remained of \$832.31 (Exhibit 1).

[REDACTED]

[REDACTED]

V. DISPOSITION

This Report of Investigation is provided to USPS management for review and action deemed appropriate.

VI. EXHIBITS

1. Copies of Citibank government issued travel credit card statements for periods May 17, 2008, through February 18, 2009, for [REDACTED]
2. Spreadsheet summary of Citibank government issued travel credit card statements for periods May 17, 2008, through February 18, 2009, for XXXX E. [REDACTED]
3. [REDACTED] eTravel claims for fiscal years 2008 and 2009 to date
4. Electronic Data Warehouse financial reports for [REDACTED] Post Office, July 2008 through March 2008
5. Copy of [REDACTED] Citibank Government Travel Card Setup Form, signed by [REDACTED] on November 8, 2005, and a copy of [REDACTED] Citibank Travel Cardholder Acknowledgement, signed by [REDACTED] on November 19, 2005
6. PS Form 3294, Cash and Stamp Stock Count and Summary for the [REDACTED] Post Office, March 20, 2009
7. PS Form 3294, Cash and Stamp Stock Count and Summary for [REDACTED] [REDACTED] drawer, March 20, 2009
8. Unresolved Items Worksheet for the [REDACTED] Post Office
9. [REDACTED] Emergency Placement in Off-Duty Status, March 20, 2009

10. Certificate of Transfer, March 20, 2009

11. Memorandum of Interview of [REDACTED] March 20, 2009



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

CASE #: 10UIBT0160FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED] - SUPERVISOR DISTRIBUTION OPERATIONS -
[REDACTED]

CASE AGENT (if different from prepared by):

CLOSING MEMORANDUM

On September 2, 2009, the U.S. Postal Service (Postal Service), Office of Inspector General (OIG) hotline received an investigative referral from [REDACTED] supervisor of distribution operations, [REDACTED] (1) misusing the government purchasing card for personal gain while employed [REDACTED] (2) improperly claiming [REDACTED] on his travel relocation reimbursement paperwork when he was transferred [REDACTED] and (3) conspiring with a subordinate Postal Service [REDACTED] to forge the signature of [REDACTED] on a federal Thrift Savings Plan (TSP) loan document. [REDACTED]

On June 2, 2010, Special Agent (SA) [REDACTED] interviewed [REDACTED] regarding allegations of fraud and misconduct pertaining to [REDACTED] provided the following information:

SA [REDACTED] asked [REDACTED] to review a July 2, 2008, TSP loan document, allegedly bearing her signature and the signature of [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SA [REDACTED] asked [REDACTED] about two other TSP loans, one in October 2004, and one in April 2007.

[REDACTED]

SA [REDACTED] then asked [REDACTED] about her relocation from [REDACTED]

[REDACTED]

[REDACTED]

On September 2, 2010, Postal Service OIG SA [REDACTED] interviewed [REDACTED] regarding allegations of fraud and misconduct. SA [REDACTED] obtained information in order to complete the standard OIG Personal History Form PHF. Prior to any questioning related to the investigation, [REDACTED] was verbally read and was shown a copy of the standard OIG Garrity Warning: Acknowledgement of Rights form. [REDACTED] stated substantially the following:

SA [REDACTED] asked [REDACTED] if he has ever misused a government purchase card. [REDACTED] questioned when this occurred and at which court. [REDACTED]

SA [REDACTED] asked [REDACTED] if he improperly claimed [REDACTED] moved from [REDACTED]. [REDACTED] [Agent's Note: [REDACTED] received in total approximately \$1,090.64 improperly related to this relocation.]

SA [REDACTED] asked [REDACTED] who signed [REDACTED] name on the TSP loan document for \$30,000. [REDACTED]

[REDACTED] Following the completion of [REDACTED] voluntary sworn written statement the interview was concluded.

On July 20, 2012, SA [REDACTED] sent an email to Assistant State's Attorney [REDACTED] confirming declination of prosecution of this investigation. This investigation is closed.

PREPARED BY: SA [REDACTED]

DATE: 9/14/2012

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
CAPITAL METRO AREA FIELD OFFICE
9201 EDGEWORTH DR.
SUITE 2030
CAPITOL HEIGHTS, MD 20790**

CASE #: 10UICP0231FF03FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM OCTOBER 2, 2009 TO SEPTEMBER 21, 2010

STATUS OF CASE: CLOSED INVESTIGATION

SUMMARY OF INVESTIGATIVE ACTIVITY:

On October 2, 2009, the United States Postal Service (Postal Service) Office of Inspector General (OIG) received a complaint from Postal Service employee [REDACTED] Manager, [REDACTED]

[REDACTED] alleged one of her employees, [REDACTED]

[REDACTED] Program Analyst [REDACTED]

cashed several American Express employee award checks that were temporarily assigned to her. An investigation was initiated in order to determine if [REDACTED] converted Postal Service funds to her personal use.

On October 6, 2009, United States Postal Service (USPS) Office of Inspector General (OIG), Special Agent [REDACTED] interviewed USPS employees [REDACTED] Manager [REDACTED], and [REDACTED]

[REDACTED]). Manager [REDACTED] , at their offices located at [REDACTED]
[REDACTED]
[REDACTED]

SA [REDACTED] requested a copy of the report concerning [REDACTED] call from the National Law Enforcement Communication Center (NLECC). The NLECC report stated [REDACTED]
[REDACTED]

On October 12, 2009, SA [REDACTED] spoke [REDACTED]
[REDACTED]
[REDACTED]

This investigation is being closed because the subject has resigned from the Postal Service.

PREPARED BY: [REDACTED]

DATE: 9/21/10



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

10375 PARK MEADOWS DRIVE
SUITE 200
LONE TREE, XX 80124-6736

CASE #: 10UIDN2817FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM May 25, 2010 TO June 11, 2010

STATUS OF CASE: CLOSED PENDING (JUDICIAL)

DISTRIBUTION:

[REDACTED]

PREPARED BY: [REDACTED]

DATE: 7/1/2010

TABLE OF XXNTENTS

- I. PREDICATION
- II. SYNOPSIS
- III. BACKGROUND/SUBJECT INFORMATION
- IV. DETAILS
- V. EXHIBITS

I. PREDICATION

On March 30, 2010, the U.S. Postal Service (USPS), Office of Inspector General (OIG), received information that [REDACTED] Letter Carrier, former Postmaster, and Officer-in-Charge (OIC) at various [REDACTED] post offices in 2007 and 2008, may have falsified USPS travel vouchers in 2007 and 2008.

II. SYNOPSIS

[REDACTED] was installed as the Postmaster, [REDACTED] effective [REDACTED]

[REDACTED] On July 27, 2007, [REDACTED] signed a Lease Agreement and Option to Purchase with [REDACTED] thus establishing residency and he was not entitled to travel expenses.

USPS agents interviewed [REDACTED] on May 26, 2010 and May 27, 2010 and [REDACTED]

In summary, between September 7, 2007 and July 25, 2008, [REDACTED] fraudulently obtained \$24,509 in per diem and lodging expenses, to which he was not entitled (\$12,959 in per diem payments; \$8,400 from the eight (8) lodging travel vouchers; and a \$3,150 credit that he was not entitled to receive.)

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] entered on duty with the USPS on [REDACTED] as a Distribution Clerk in the [REDACTED] Post Office, [REDACTED]. He served as Officer-in-Charge (OIC) at various [REDACTED] Post Offices and was selected Postmaster, [REDACTED], effective [REDACTED]

In March 2007, [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED] Post Office, [REDACTED] submitted travel vouchers to claim lodging and per diem expenses associated with his detail as the OIC at [REDACTED]

eTravel is a Web-based system that automates the expense management process. The Concur Expense software, which runs the eTravel system, enables Postal Service employees to manage their business travel expenses; create, review, and submit expense reports; and access policy compliance information.

The travel policies of the USPS are contained in Handbook F-15, *Travel and Relocation* (Exhibit 1). According to Handbook F-15, Section 2-3, *Issues That Affect Travel Policy*, [REDACTED] was entitled to lodging expenses and per diem as his destination, in this case, [REDACTED], was more than 50 miles from his official duty station ([REDACTED]). Per diem includes meals and incidental expenses such as fees, and any tips to waiters, bellhops, laundry and cleaning expense. As a postal employee, [REDACTED] was issued a government credit card to use for official travel. The credit card is in the employee's name and charges are billed directly to the employee for payment. It may be used for transportation, lodging, and other travel-related services when traveling on official business for the USPS.

According to Section 6-2, *Arranging Lodging, What's Allowed*, Handbook F-15 states in part, "The Postal Service reimburses you for actual expenses for lodging when you are in travel status for regular travel, extended duty assignments or details, or training." It also states, "Reminder: Be sure to save your receipts. To be reimbursed, you must attach required receipts to your Receipt Report and send them to Back Office Processing. Receipts must be from a recognized commercial place of lodging- such as a hotel, motel, or boarding house."

Section 6-2.1.2, *Staying With Family or Friends*, from Handbook F-15, states, "If you stay in the residence of family or friends for any reason, you may **not** claim lodging expenses."

Section 6-2.2, *Leased Lodging*, states, "If you are on extended duty assignment or detail, it may be in the interest of the Postal Service for you to rent lodging, such as an apartment. In such cases, an approving official may approve your signing a fixed-term lease for furnished lodgings or for unfurnished lodgings and the necessary furniture."

Section 6-3, *Entering Your Lodging costs into the eTravel System, Leased Lodging*, states, "You must enter these charges in the eTravel expense report using the "Rent" expense type. For each rent expense that you include in an eTravel report, you must include a copy of the summary page of the lease agreement with your receipt report when you send the receipt report to St. Louis Accounting Service Center."

Section 8-2.2.2, *Documenting Lodging*, from Handbook F-15, states, "Reminder: If you stay in the residence of family or friends for any reason, you may **not** claim lodging expenses. Reminder: If your place of lodging provides any meal at no cost to you or at a nominal fee or if your family or friends provide meals, you must reduce the per diem by the appropriate amount or percentage."

Section 8-2.2.2, *Leased Lodging*, states, "If you have been approved to sign a fixed-term lease, you must submit the following documentation:

- a. A XXpy of the summary page of your lease
- b. Your rental receipts or canceled check unless paid with your individually billed travel card and prepopulated into your expense report from the company Card page of eTravel
- c. Supporting documentation for other associated costs"

SUBJECT INFORMATION SUMMARY

NAME OF OFFENDER	:	[REDACTED]
DATE OF BIRTH	:	October 6, 1966
ADDRESS	:	[REDACTED]
OCCUPATION	:	U.S. Postal Service employee
SOCIAL SECURITY	:	[REDACTED]
PLACE OF OFFENSE	:	[REDACTED]
DATE OF OFFENSE	:	September 7, 2007 to July 25, 2008
NATURE OF OFFENSE	:	Submission of false documents to receive postal funds
CRIMINAL HISTORY:		None (NCIC and CCIC checked)

IV. DETAILS

Allegation 1:

Between September 7, 2007 through March 27, 2008, [REDACTED] submitted eight (8) fraudulent travel vouchers for lodging totaling \$8,400 to the USPS. [REDACTED] claimed that he rented a basement apartment in [REDACTED], at the rate of \$1,050 per month, from September 2007 through April 2008.

Allegation 1 Findings:

Special Agent (SA) [REDACTED] reviewed a Pre-Employment Screening Authorization and Release form, PS Form 2181-A (**Exhibit 2**), completed by [REDACTED] on March 11, 2010. The form required [REDACTED] to list the physical addresses where he has lived in the past 5 years. [REDACTED] listed that he lived at [REDACTED] from July 2007 through July 2008.

SA [REDACTED] received copies of all travel vouchers and supporting documentation, for travel vouchers submitted by [REDACTED] for the years 2007 and 2008 from the USPS Travel Processing Center, [REDACTED]. It was noted that between September 2007 and March 2008, [REDACTED] submitted eight (8) vouchers (**Exhibit 3**) in which he requested repayment for the rental of a basement apartment located at [REDACTED]

According to J [REDACTED] County public records (**Exhibit 4**), [REDACTED] are the registered owners of a single family home located at [REDACTED]. According to the lease agreement (**Exhibit 5**) submitted by [REDACTED] with each voucher, he rented the basement apartment at [REDACTED] from [REDACTED]. The lease agreement is a hand-written four page document, which lists [REDACTED] as the lessor, and [REDACTED] as the lessee. The lease states that [REDACTED] was renting a basement apartment at [REDACTED]

Interview of David Hoffman

On May 26, 2010, SA [REDACTED] and SA [REDACTED] interviewed [REDACTED] at his residence (**Exhibit 6**). He has owned the home at [REDACTED] S [REDACTED]. It is a rental property, which [REDACTED]

[REDACTED] have rented for the past couple of years. (Agent's Note: [REDACTED] and [REDACTED] are both names used by [REDACTED] sister [REDACTED]. There is no kitchen or bathroom in the basement.

[REDACTED] reviewed his lease with [REDACTED] which covered the period of May 2007 through May 2009, and [REDACTED]

[REDACTED] receives \$1,300 per month as rent from [REDACTED]

Interview of [REDACTED]

Interview of [REDACTED], May 26, 2010

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SA [REDACTED] showed [REDACTED] Section 6-2.1.2, *Staying With Family or Friends*, from Handbook F-15, Travel and Relocation, which states, "If you stay in the residence of family or friends for any reason, you may not claim lodging expenses." [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

A copy of the Memorandum of Interview is attached as **Exhibit 8**.

Interview of [REDACTED]

On May 27, 2010, SAs [REDACTED] and [REDACTED] interviewed [REDACTED], Rural Carrier Associate (RCA), at the [REDACTED] Post Office [REDACTED]. Agents advised [REDACTED] of their official identity and purpose of the interview. SA [REDACTED] read [REDACTED] her Garrity Warnings from a USPS-OIG Acknowledgement of Rights form. [REDACTED] signed the form and acknowledged that she understood her rights. She did not request union representation at any time during the interview.

[REDACTED]

[REDACTED]

[REDACTED]

Interview of [REDACTED], May 27, 2010

On May 27, 2010, SAs [REDACTED] and [REDACTED] re-interviewed [REDACTED], at the [REDACTED] Post Office. [REDACTED] walked into the breakroom where the agents were waiting and placed a sheet of paper on the table, which was a statement written by [REDACTED] his Garrity Warnings from a USPS-OIG

Acknowledgement of Rights form. [REDACTED] signed the form, and acknowledged that he understood his rights. [REDACTED] did not request a union representative.

The written statement provided by [REDACTED] stated, [REDACTED]

SA [REDACTED] showed [REDACTED] a copy of the Lease Agreement and Option to Purchase (**Exhibit 10**) he signed with [REDACTED], effective July 27, 2007, for a residence on [REDACTED] subdivision, [REDACTED]. The lease is a 12 page computer generated document between Sun Home Services, Inc. and [REDACTED] of a lease agreement (**Exhibit 5**), dated September 6, 2007, for the rental of the basement apartment located at [REDACTED], signed by [REDACTED] acknowledged that both leases contained his signature.

[REDACTED] (**Agent's Note:** According to [REDACTED], he spoke with [REDACTED] after his initial interview by agents, and told her to tell agents the truth, which is that he did not stay at her house or give her any money.)

[REDACTED] was shown copies of the eight (8) travel vouchers that he submitted for lodging, and [REDACTED] initialed each voucher, indicating that it was a travel voucher submitted by him to USPS. According to [REDACTED], a review of his travel vouchers by the [REDACTED] district accounting office in March 2009 resulted in a decision that he had to reimburse the USPS for \$2,282.00. He said the reimbursement was because he received per diem and mileage, to which he was not entitled. He has been repaying the amount by having deductions taken from his paycheck, and the amount will be paid in full after one more payment.

[REDACTED] was provided the opportunity to provide a written statement, to which he was sworn. [REDACTED] wrote:

[REDACTED]

A copy of the Memorandum of Interview is attached as **Exhibit 11**.

Training Records for [REDACTED]

SA [REDACTED] reviewed the training history record of [REDACTED]. According to the records (**Exhibit 12**), [REDACTED] participated in a one hour e-Travel classroom training on January 24, 2007.

Review of [REDACTED] Travel Vouchers by [REDACTED]

During the interviews of [REDACTED]
[REDACTED]

SA [REDACTED] spoke to [REDACTED]

[REDACTED]

[REDACTED]

(Agent's Note: [REDACTED]
[REDACTED] was not aware that the residence that [REDACTED] had claimed he was renting [REDACTED]
[REDACTED] belonged to [REDACTED], nor that he was
actually living with his [REDACTED]

[REDACTED]

A copy of the letter, dated March 24, 2009, sent [REDACTED] concerning the eTravel review, is attached as **Exhibit 13**.

Interview of [REDACTED]

On June 10, 2010, [REDACTED] POOM, Area 7, was interviewed by SA [REDACTED] and SA [REDACTED] (**Exhibit 14**). [REDACTED] was the approving official for many of the travel vouchers submitted for lodging and per diem by [REDACTED] while he was the OIC at [REDACTED]

[REDACTED] reviewed [REDACTED] travel voucher that he had approved for lodging reimbursement for October 2007 for \$1,050. Attached to the voucher was a copy of a lease [REDACTED] had submitted, which documented that [REDACTED] was renting a basement apartment. [REDACTED] reviewed the documents and felt that everything looked to be in

order, because [REDACTED] was entitled to lodging and per diem since he was more than 50 miles away from his home or duty station. SA [REDACTED] then showed [REDACTED] a copy of a lease, which was for the rental of a trailer home in [REDACTED], which was signed by both [REDACTED] on July 27, 2007. It listed [REDACTED] and [REDACTED] as the tenants, and was entitled, [REDACTED] "Manufactured Home Lease Agreement and Option to Purchase". [REDACTED]

[REDACTED] also questioned the fact that an employee on a detail assignment was signing a lease which included an Option to Purchase clause.

Review of Public Records [REDACTED]

[REDACTED] claimed in relocation documents that while he was the Postmaster in [REDACTED] beginning in October 2006, he was renting a home located at [REDACTED]. According to public records (**Exhibit 15**), this home was owned by [REDACTED], until they sold it on July 12, 2007 to [REDACTED] (**Agent's Note:** The 888 square foot single family home appears to have been a rental property for the [REDACTED] as they also owned the adjoining property, located at [REDACTED]).

During the interview of [REDACTED] on May 27, 2010, [REDACTED]

(**Agent's Note:** [REDACTED] signed a lease with [REDACTED] a trailer home in [REDACTED] on July 27, 2007, which was only days after the home he was living in X [REDACTED] was sold, and six weeks before he was appointed as OIC in [REDACTED]).

Interview of [REDACTED]

On June 15, 2010, SAs [REDACTED] interviewed [REDACTED]

[REDACTED]

Allegation 2:

[REDACTED] submitted fraudulent travel vouchers to the USPS and claimed and received per diem from September 2007 through July 2008.

Allegation 2 Findings:

A review was conducted by SA [REDACTED] of the travel vouchers submitted by [REDACTED] for per diem payments between September 7, 2007 and July 30, 2008 (Exhibit 17). [REDACTED] received the following per diem payments:

Date of TV	# Days	Amount	Inclusive days
9/12/2007	6	\$269.50	9/7 to 9/12
9/19/2007	7	\$318.50	9/13/ to 9/19
9/26/2007	7	\$318.50	9/20 to 9/26
10/3/2007	7	\$318.50	9/27 to 10/3
10/11/2007	9	\$416.50	10/4 to 10/12
10/23/2007	11	\$501.50	10/13 to 10/23
11/2/2007	12	\$563.50	10/24 to 11/4
11/14/2007	14	\$661.50	11/5 to 11/19
11/30/2007	14	\$661.50	11/20 to 12/3
12/4/2007	14	\$661.50	12/4 to 12/17
12/31/2007	14	\$661.50	12/18 to 12/31
1/14/2008	14	\$661.50	1/1 to 1/14
1/28/2008	14	\$661.50	1/14 to 1/28
2/13/2008	16	\$759.50	1/28 to 2/13
2/27/2008	16	\$759.50	2/13 to 2/29
3/10/2008	17	\$795.50	3/1 to 3/17
3/27/2008	17	\$808.50	3/18 to 4/4
5/20/2008	23	\$1102.50	5/21 to 6/13
7/7/2008	24	\$1151.50	6/14 to 7/7
8/1/2008	25	\$906.50	7/8 to 8/1

Total = \$12,959.00

At the time [REDACTED] requested per diem, the daily per diem rate for the [REDACTED] metro area was \$49 per day.

It should be noted that the travel voucher dated August 1, 2008, requested \$1200.50 be paid to [REDACTED] for per diem expenses from July 8, 2008 through July 31, 2008. During the review of [REDACTED] travel vouchers conducted by [REDACTED] she utilized as her starting point the date of July 25, 2008, when [REDACTED] purchased a home in [REDACTED]. Accordingly, she concluded that he was overpaid in the amount of \$294.00 for 6 days of per diem between July 25, 2008 through July 31, 2008, to which he was not entitled. [REDACTED] has already paid back the \$294.00, and therefore the balance that [REDACTED] was not entitled to is \$906.50 (\$1200.50 - \$294.00).

According to Handbook F-15, per diem is calculated such that on the first day of your trip, you are reimbursed 75 percent of the daily per diem rate of your destination. On the last day of your trip, you are reimbursed 75 percent of the daily per diem rate of the last destination. For the days in between, you receive 100 percent of the per diem.

(Agent's Note: According to the travel vouchers filed by [REDACTED], he was continually on per diem, and did not return to [REDACTED]. He initially claimed per diem in a 6 day increment, but would have only received full per diem for 4 days, and 75% per diem for the first and last day. He gradually extended the time between claiming per diem amounts, so that his on his last travel voucher, he received full per diem for 23 days, and 75% per diem for the first and last day.)

According to Section 7-4.1, Determining the Beginning and End of Your Official Travel Status, "When calculating per diem allowance, your official travel begins when you leave your permanent duty station, home, or other authorized point, and ends when you arrive back at your permanent duty station, home, or other authorized point." **(Agent's Note:** [REDACTED] signed a lease with [REDACTED] on July 27, 2007, for the trailer home in [REDACTED]. It follows then that since this was his home, he was not in a travel status and was not entitled to per diem or lodging. [REDACTED] did not begin his detail as OIC of [REDACTED] until September 7, 2007.)

Summary Chart

A chart is included as **Exhibit 18**, which lists the various payments made to [REDACTED]. [REDACTED] was reimbursed \$24,509.00 for lodging and per diem expenses from September 7, 2007 through July 25, 2008 while OIC at the [REDACTED] Post Office.

V. EXHIBITS

1. Handbook F-15, Travel and Relocation (on disc)
2. Pre-Employment Screening Authorization and Release form, PS Form 2181-A
3. Eight travel vouchers for lodging at [REDACTED]
4. [REDACTED] County public records for address at [REDACTED]
5. Lease agreement submitted by [REDACTED] for rental of basement apartment
6. Memorandum of Interview, [REDACTED], May 26, 2010
7. Memorandum of Interview [REDACTED], May 26, 2010
8. Memorandum of Interview, [REDACTED], May 26, 2010
9. Memorandum of Interview, [REDACTED], May 27, 2010
10. Lease agreement signed by [REDACTED] on July 27, 2010
11. Memorandum of Interview, [REDACTED], May 27, 2010
12. eTravel Training Records for [REDACTED]
13. Letter dated March 24, 2009, regarding eTravel overpayments
14. Memorandum of Interview with [REDACTED]
15. Public records for property at [REDACTED] [REDACTED]
16. Memorandum of Interview, [REDACTED], June 15, 2010
17. eTravel documents which pertain to per diem requests between 9/7/2007 and 07/31/08

18. Summary Chart of [REDACTED] Expenses



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
SOUTHEAST AREA FIELD OFFICE
P.O. Box 161288
Atlanta, GA 30321-1288**

CASE #: 10UINS4159FF03FF

CROSS REFERENCE #: AUDIT REFERRAL -
10BO016FF000

TITLE: [REDACTED]

MISUSE OF ETRAVEL

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM September 1, 2010 TO January 18, 2011

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED], US Postal Service, [REDACTED] District Manager

[REDACTED] US Postal Service Manager, [REDACTED]

Helen R. Grant, Civil Practice Ethics and Federal Programs, OIG

PREPARED BY: [REDACTED]

DATE: 1/20/11

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- I. PREDICATION
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I. PREDICATION

On September 1, 2010, the United States Postal Service Office of Inspector General (OIG) received the Suspected Irregularities or Illegal Acts Referral Form from the OIG Audit Project. This form alleged [REDACTED] postmaster, [REDACTED] did not have travel vouchers in the eTravel system with trip start and end dates that corresponded to cash advance withdrawals posted to her government issued travel card.

II. SYNOPSIS

This investigation developed evidence to support the allegation that [REDACTED] had not filed eTravel vouchers for multiple cash advances she received from the period beginning in February 2009 and continuing through August 2010. The OIG investigation determined [REDACTED] paid the travel card statements but failed to claim the cash advance and related fee in eTravel. When interviewed about her travel card charges [REDACTED] Since [REDACTED] never submitted travel vouchers for the cash advances there was no supporting documentation for the travel expenses which generated an exception report for the travel card charges.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] is currently employed by the Postal Service as acting manager, [REDACTED] District. [REDACTED]

IV. DETAILS

On September 10, 2010, the RA reviewed the audit irregularities form and requested copies of the Citibank statements for Travel card # ...187146 assigned to [REDACTED]

On September 30, 2010 the RA received eTravel reports and Citibank monthly statements requested for FY2009 and 2010. Analysis revealed incomplete data was received for 2009.

On November 19, 2010, the RA received revised data from the OIG Audit Project which included the missing data. Analysis and reconciliation of these reports showed cash advances made [REDACTED] via her Citibank travel card in January, March, May, June, August, September, October, November and December 2009 and in July 2010 without corresponding entries in her eTravel account (Exhibit 1).

On January 14, 2011, the RA and Special [REDACTED] of the OIG interviewed [REDACTED]. The RA explained that cash advances made by [REDACTED] had shown up on exception reports because the advances were not associated with any travel vouchers [REDACTED] had submitted. The RA showed [REDACTED] the Citibank statements with the questioned cash advances made in February 2009 and continuing through August 2010.

[REDACTED] reviewed the statements and said when she traveled locally she often kept track of mileage on a monthly basis. [REDACTED]
[REDACTED]

The RA referred [REDACTED] to travel card references in Handbook F-15, Travel and Relocation, and showed her references 3-2.1 and 3-2.4 (Exhibit 2). [REDACTED] voluntarily provided a sworn statement (Exhibit 3).

V. EXHIBITS

1. Copy of Citibank statements from February 2009 through August 2010
2. Copy of Handbook F-15, References 3-2.1 and 3-2.4
3. Copy of the memorandum of [REDACTED] interview containing her sworn statement dated January 18, 2011



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
CAPITAL METRO AREA FIELD OFFICE
9201 EDGEWORTH DRIVE
CAPITOL HEIGHTS, MD 20790-9576**

CASE #: 10UIRI0745FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM November 19, 2009 TO January 12, 2010

STATUS OF CASE: CLOSED PENDING JUDICIAL

JOINT AGENCIES:

N/A

DISTRIBUTION:

Commonwealth Attorney's Office, [REDACTED]
Jerry Lane, Area Vice President, [REDACTED] District
[REDACTED]

PREPARED BY: Special Agent [REDACTED]

DATE: 1/12/2010

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On November 18, 2009, the United States Postal Service (USPS), Office of Inspector General (OIG), [REDACTED] Associate Office, received a criminal investigative referral concerning alleged fraudulent eTravel claims submitted by Part Time Flexible Clerk [REDACTED] Post Office. The claims concerned [REDACTED] seeking mileage reimbursement when he used his privately owned vehicle for official postal business.

A cursory review of [REDACTED] eTravel claims submitted for 2008-2009 revealed [REDACTED] submitted multiple eTravel claims seeking reimbursement for the same travel days and same distance traveled. On some occasions, [REDACTED] submitted numerous claims to two different approving officials for the same travel period/mileage. That is, USPS records indicate he was trying to get paid twice, or on some occasions three times for the same travel/mileage. The records also disclosed [REDACTED] potentially inflated the amount of miles driven on his claims and therefore was paid significantly more than he was entitled.

II. SYNOPSIS

During an OIG interview,

In total, [REDACTED] submitted 59 false claims during the stated period. A review of all relevant financial and USPS records disclosed [REDACTED] received \$20,017.32 from fraudulent eTravel claims.

III. BACKGROUND

█████ started a 204B assignment at the █████ Post Office in █████ permanent station is the █████ The official USPS database for submitting travel claims is eTravel.

IV. SUPPORTING DETAILS

Allegation 1: [REDACTED] submitted false eTravel claims from February 2008 through November 2009.

Allegation 1 Findings:

[REDACTED] currently resides at [REDACTED]. The [REDACTED] Post Office is located at [REDACTED]. The stated addresses were entered into MapQuest to obtain the distance between each respective location.

- [REDACTED] 21.04 miles each way.
- [REDACTED] 25.12 miles each way.

Since the start of [REDACTED] detail in April 2009, [REDACTED] was entitled to mileage reimbursement. According to the attached Postal Service F-15 Handbook, the Postal Service will reimburse the traveler for any mileage that exceeds the distance between their home and permanent duty station. In [REDACTED] case, he would have been entitled (during the detail assignment) to 8.16 miles round trip when traveling to and from the [REDACTED] Post Office from his residence. [REDACTED] should have been paid 50.5 cents per mile or \$4.48 per round trip. For the purpose of determining restitution, these figures were rounded up to 9 miles and \$4.95 per round trip (Exhibit 1).

The USPS, Handbook F-15, Travel and Relocation, Appendix A Rates, A-1 Standard Mileage Rates, A-1.1 Mileage Rates, states that postal service supervisors will be reimbursed at the rate of 50.5 cents per mile when a privately owned vehicle is used. The rate was effective Jan 1, 2009 (Exhibit 2).

On December 23, 2009, Special Agents (SA) [REDACTED] and SA [REDACTED] United States Postal Service (USPS), OIG, [REDACTED] Associate Office, interviewed [REDACTED] at his place of employment. Prior to questioning, [REDACTED] read and signed the attached acknowledgment of rights (Garrity). [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

A review of the attached eTravel, financial and USPS records from February 2008 through November 2009, disclosed [REDACTED] claimed mileage reimbursement for approximately 39,850 miles and was paid \$21,860.57. However, [REDACTED] was only entitled to reimbursement for 3,471 miles or \$1,843.25. As a result, [REDACTED] received \$20,017.32 from fraudulent eTravel claims submitted during the aforementioned period. In total, [REDACTED] submitted 59 false travel claims (Exhibit 4).

V. DISPOSITION

This report of investigation (ROI) is forwarded to the Commonwealth Attorney's Office, [REDACTED]. This ROI is also forwarded to USPS management for any action deemed appropriate.

VI. EXHIBITS

1. Memorandum of Activity, MapQuest, December 17, 2010
2. Memorandum of Activity, Mileage reimbursement, December 18, 2010
3. Memorandum of Interview [REDACTED], December 23, 2009
4. Memorandum of Activity, USPS records review, January 12, 2010

RESTRICTED INFORMATION

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**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

WESTERN AREA FIELD OFFICE
2329 DECKER LAKE BLVD
SALT LAKE CITY, UT 84119

CASE #: 10UISA0260FF03FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 14, 2009 TO July 30, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED]

PREPARED BY:

[REDACTED]

DATE: 08/27/2010

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I. PREDICATION

On October 14, 2009, U.S. Postal Service Office of Inspector General Special Agent (SA) [REDACTED] received information that [REDACTED] used his government (Postal Service) issued credit card to make purchases for his personal use, to include the possible purchase of airline tickets to visit relatives in [REDACTED]

II. SYNOPSIS

Our investigation revealed that [REDACTED] used his government issued Visa credit card to make purchases of a personal nature, not related to his official Postal Service duties between July 2004 and July 2009. Questionable charges began to show up [REDACTED] statement beginning July 15, 2004, but [REDACTED] supervisor did not detect them until August 2009. [REDACTED] reviewed his statements with his [REDACTED] who called several charges into question. The review [REDACTED] credit card statements revealed that between July 15, 2004 and July 20, 2009, [REDACTED] made unauthorized purchases totaling \$16,035.32, however, [REDACTED] made payments during this same time period and brought the outstanding balance to \$3,439.88 by the end of July 2009. [REDACTED] worked with [REDACTED] to develop an aggressive repayment plan and [REDACTED] government credit card balance was paid off by the end of 2009.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed with the Postal Service [REDACTED]

The Postal Service participates in the federal government's travel charge card program. The travel card is a tool that enables Postal Service employees on travel to receive and charge government-rate airfares, lodging, avoid liability when operating a rental vehicle while on official business, and obtain travel advances via automated teller machine (ATMs). All non-bargaining unit employees who travel on official business must have an individually billed travel charge card.

According to USPS policy (Management Instruction FM-640-2004-1) (Exhibit 1), employees are only authorized to use the government issued travel charge card to pay for official travel expenses. Employees may not use the travel card for personal expenses.

Citibank (South Dakota), N.A. issues federal government employees the travel cards under General Services Administration (GSA) contract number GS-23F-98006). Citibank issued [REDACTED] Visa Travel Card number 4486-0295-0015-7627 for official use.

IV. DETAILS

In July 2009 [REDACTED] reviewed credit card statements for [REDACTED] and found several charges that he [REDACTED] needed to explain. The charges occurred between June 15, 2004 and July 19, 2009 (Exhibits 2-9 [REDACTED] had a telecom meeting with [REDACTED] and reviewed the charges with [REDACTED] could not recall some of the earliest charges but according to notations made on the billing statements, [REDACTED] thought most were work related. The first statements showed charges and payments made between July 15, 2004 and October 15, 2004. The charges from July 2004 were mostly [REDACTED] [REDACTED] area. A breakdown of the charges [REDACTED] made between July 15 and August 13, 2004, showed the following:

Purchase Date Month/YY	Amount	Description	Note
July-August 04	\$809.00	[REDACTED]	[REDACTED] can't recall purchase
July, 04	\$18.95	Safeway	[REDACTED] can't recall purchase
July, 04	\$45.00	Dish Network	[REDACTED] can't recall purchase
August, 04	\$74.27	[REDACTED] Public UtilitR48	[REDACTED] can't recall purchase
August, 04	\$7.95	[REDACTED] Service Fee	[REDACTED] can't recall purchase
Total Charges	\$955.17		

The statement reflecting these charges also showed that on August 13, 2004, [REDACTED] made a \$616.96 payment on his Visa charge account, but the next statement showed that the check was returned to maker on August 23, 2004. [REDACTED] made a \$500.00 payment on September 13, 2004, on his Visa charge account. [REDACTED] made another payment on October 15, 2004, of \$300.00. The note [REDACTED] made on his statement, which he reviewed as instructed by [REDACTED], indicated that [REDACTED] could not recall why he made the purchases because it was so long ago. All Visa statements, after this one, showed notations from [REDACTED] indicating if the charges were for official duty or if [REDACTED] could not recall the charges.

After [REDACTED] reviewed the statements that [REDACTED] sent to him, [REDACTED] indicated in a memo to [REDACTED] (Exhibit 10) that all charges for official purposes were noted on the

statements or on a "sticky note." [REDACTED] said that all entries not otherwise notated appeared to be personal expenses.

Looking at the statements and notations made by [REDACTED], the personal charges on his Postal Service issued Visa credit card began in July 2005, but [REDACTED] also listed additional charges that he could not recall making. They are listed below:

Purchase Date	Amount	Description	Note
June 29, 2005	\$4.38	Cash Advance Fee	[REDACTED] can't recall purchase
June 29, 2005	\$350.00	[REDACTED] Community CU	[REDACTED] can't recall purchase
July 5, 2005	\$0.75	Cash Advance Fee	[REDACTED] can't recall purchase
July 5, 2005	\$60.00		[REDACTED] can't recall purchase
Total Charges	\$ 415.13		

[REDACTED] had a total of \$1,370.28 of charges that he could not recall or explain on his statements.

The below listed charges are charges that did not have any notations on the statements or sticky notes and were personal charges made by [REDACTED].

Purchase Date	Amount	Description	Note
July 11, 2005	\$11.95	Speedpay Service Fee	
December 23, 2006	\$70.00	Olive Garden	
December 27, 2006	\$1,059.09	Residence Inn	
December 29, 2006	\$3.75	Cash Advance Fee	
December 29, 2005	\$300.00	Northwest Community	
December 29, 2005	\$1,019.08	Residence Inn	
December 29, 2005	\$15.00	Food Bag	
January 1, 2006	\$1,011.36	Residence Inn	
January 12, 2006	\$11.95	Speedpay Service Fee	
January 11, 2006	\$1,011.36	Residence Inn	
January 23, 2006	\$2,356.56	Residence Inn	
January 31, 2006	\$941.15	Residence Inn	
February 3, 2006	\$559.71	Residence Inn	
February 14, 2006	\$2.50	Cash Advance Fee	
February 14, 2006	\$200.00	Bank of America	
March 16, 2007	\$11.85	Conoco	
March 16, 2007	\$85.13	Alamo Rent a car	
March 17, 2007	\$278.61	Holiday Inn Express Engle	
March 15, 2007	\$8.50	Omega Travel Agent	

		Fee	
March 15, 2007	\$168.81	United Air SLC-DEN	
March 23, 2007	\$8.67	Conoco	
March 23, 2007	\$85.13	Alamo Rent a car	
March 24, 2010	\$275.61	Holiday Inn Express Engle	
March 29, 2007	\$123.40	Delta Air PDX-SLC	
March 29, 2007	\$8.50	Omega Travel Agent Fee	
April 2, 2007	-\$123.40	Delta Air	Appears to be refund of PDX to SLC ticket purchased on 3-29-07
May 28, 2008	\$49.51	Smiths Fuel	
June 7, 2008	\$44.00	[REDACTED]	
June 6, 2008	\$10.00	Smiths Fuel	
July 1, 2008	\$90.51	Texaco	[REDACTED] noted on his statements that it looked like a trip home to [REDACTED] but he did not recall using this (Visa) card
July 2, 2008	\$91.75	[REDACTED] Fuel	See note above on 7-1-08 charge
July 6, 2008	\$90.00	[REDACTED] Fuel	See note above on 7-1-08 charge
July 8, 2008	\$59.65	Union 76	See note above on 7-1-08 charge
July 8, 2008	\$90.01	Chevron	See note above on 7-1-08 charge
July 15, 2008	\$20.03	[REDACTED] Fuel	See note above on 7-1-08 charge
February 25, 2009	\$15.25	[REDACTED] Fuel	[REDACTED] UT.
February 26, 2009	\$40.25	[REDACTED] Fuel	[REDACTED] OR
February 26, 2009	\$35.50	Chevron	
March 2, 2009	\$5.26	Cash Advance Fee	
March 2, 2009	\$263.00	W.F.B.	Cash Advance
March 3, 2009	\$31.10	Shell Oil	
March 3, 2009	\$20.00	Pilot	
March 3, 2009	\$29.45	[REDACTED] Stage Stop	
March 24, 2009	\$16.75	[REDACTED] Fuel	[REDACTED] UT.
March 27, 2009	\$10.06	Cash Advance Fee	
March 27, 2009	\$503.00	W.F.B.	Cash Advance
March 28, 2009	\$203.00	W.F.B.	Cash Advance
March 28, 2009	\$4.06	Cash Advance Fee	
March 31, 2009	\$15.25	[REDACTED] Fuel	Syracuse, UT.
April 11, 2009	\$103.00	W.F.B.	Cash Advance
April 11, 2009	\$2.06	Cash Advance Fee	
April 14, 2009	\$20.35	[REDACTED] Fuel	[REDACTED] UT.

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			█████ noted on Visa statement that this was for a personal trip to Portland.
April 30, 2009	\$361.19	Delta Air	
May 1, 2009	\$7.26	Cash Advance Fee	
May 1, 2009	\$363.00	W.F.B	Cash Advance
May 2, 2009	\$31.65	█████ Fuel	█████ UT.
May 4, 2009	\$63.00	W.F.B	Cash Advance
May 4, 2009	\$1.26	Cash Advance Fee	
May 9, 2009	\$0.84	Cash Advance Fee	
May 9, 2009	\$42.00	Cardtronics CCSB	
May 13, 2009	\$45.85	█████ Fuel	
May 17, 2009	\$19.65	█████ Fuel	
May 19, 2009	\$143.00	W.F.B	Cash Advance
May 19, 2009	\$2.86	Cash Advance Fee	
May 19, 2009	\$103.00	W.F.B	Cash Advance
May 19, 2009	\$2.06	Cash Advance Fee	
May 22, 2009	\$10.86	Cash Advance Fee	
May 22, 2009	\$543.00	W.F.B	Cash Advance
May 22, 2009	\$21.40	█████ Fuel	█████ UT.
May 25, 2009	\$43.00	█████ Fuel	█████ UT.
June 5, 2009	\$47.15	█████	
June 5, 2009	\$10.00	█████ Fuel	
June 5, 2009	\$3.21	Carl's Jr.	
June 6, 2009	\$18.16	Burger King	
June 6, 2009	\$26.10	Subway	
June 6, 2009	\$58.00	Chevron	
June 6, 2009	\$20.17	McDonalds F	
June 6, 2009	\$17.56	Jack in the Bo(x)	
June 6, 2009	\$53.75	Shell Oil	
June 7, 2009	\$41.42	█████ Seafood	
June 8, 2009	\$21.37	Burger King	
June 8, 2009	\$6.22	Shell Oil	
June 8, 2009	\$31.58	█████ Teriyaki Inc	
June 8, 2009	\$1.59	Union 76	
June 9, 2009	\$0.84	Cash Advance Fee	
June 9, 2009	\$41.99	█████ Shell	
June 10, 2009	\$17.34	Dairy Queen	
June 10, 2009	\$17.50	Subway	
June 13, 2009	\$59.75	Union 76	
June 13, 2009	\$39.49	█████ Teriyaki Inc	
June 14, 2009	\$52.00	Maverick	
June 14, 2009	\$40.00	Union 76	
June 18, 2009	\$83.00	W.F.B	
June 18, 2009	\$1.66	Cash Advance Fee	
June 19, 2009	\$43.00	W.F.B	

stays [REDACTED] submits travel vouchers to obtain reimbursement for his work related expenses, so he can keep his personal credit card up to date. [REDACTED] developed an aggressive repayment plan, which [REDACTED] adhered to, so that [REDACTED] could repay the outstanding balance. [REDACTED] paid off the outstanding balance by the end of 2009.

[REDACTED] reviewed the credit card statements between July 2004 and July 2009 (Exhibits 2-9) and verified which charges were personal expenses. He initialed and dated each statement indicating he agreed with the charges and his declaration of which expenses were official and which were personal in nature [REDACTED] also provided a sworn written statement (Exhibit 13) in which he admitted to using his Postal Service issued Visa charge card for personal use.

(Agent Note: The Postal Service did not lose any funds associated to [REDACTED] charges on his Postal Service issued Visa card).

V. EXHIBITS

1. [FM-640-2004-1](#)
2. Visa Credit Card Statements-[REDACTED]-pgs 1-13
3. Visa Credit Card Statements-[REDACTED]-pgs 14-26
4. Visa Credit Card Statements-[REDACTED]-pgs 27-33
5. Visa Credit Card Statements-[REDACTED]-pgs 34-43
6. Visa Credit Card Statements-[REDACTED]-pgs 44-57
7. Visa Credit Card Statements-[REDACTED]-pgs 58-63
8. Visa Credit Card Statements-[REDACTED]-pgs 64-70
9. Visa Credit Card Statements-[REDACTED]-pgs 71-87
10. Memo from [REDACTED] 9-22-09
11. MOI-[REDACTED] 7-30-2010
12. Garrity-[REDACTED] 7-30-2010

13. Sworn Statement- [REDACTED] 7-30-2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

PACIFIC AREA FIELD OFFICE

Civic Center Station
201 13th Street, Room 103-B
Oakland, CA 94612-9991

CASE #: 10UISM1434FF02FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by): N/A

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 11, 2010 **TO** March 24, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED] District Manager, [REDACTED] District
[REDACTED], Senior Operations Manager, Group B, [REDACTED] District
[REDACTED], Manager, Labor Relations, [REDACTED] District
[REDACTED], Managing Counsel, [REDACTED] Law Office
[REDACTED], Area Manager Human Resources, [REDACTED]

PREPARED BY:

[REDACTED]

DATE: 3/24/2010

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I. PREDIXTION

On January 11, 2010, the reporting agent (RA) met with [REDACTED], Associate Office Coordinator, [REDACTED] District, and [REDACTED], Senior Operations Manager, Group B, [REDACTED] District, to discuss the recent eTravel vouchers submitted by [REDACTED], Postmaster, [REDACTED] Post Office. [REDACTED] advised that since approximately November 2009, [REDACTED] was detailed to the [REDACTED] Post Office. Since her detail to the [REDACTED] Post Office, [REDACTED] has submitted three eTravel vouchers for mileage reimbursement, totaling \$749.10. In reviewing her eTravel vouchers, [REDACTED] noted that her claims for mileage reimbursement were questionable. It appeared that [REDACTED] claimed the round-trip mileage from the [REDACTED] Post Office to the [REDACTED] Post Office. According to [REDACTED], there should not have been any work-related reason for [REDACTED] to report to the [REDACTED] Post Office while on detail to the [REDACTED] Post Office.

II. SYNOPSIS

The investigation revealed that from approximately November 2009 through February 2010, while on detail to the [REDACTED] Post Office, [REDACTED] submitted six eTravel vouchers claiming mileage reimbursement for using her personal vehicle. The total reimbursement claimed was \$1,930.75 of which \$1,361.50 appeared to be for the round trip mileage between the [REDACTED] Post Office and the [REDACTED] Post Office.

During the March 4, 2010, interview with United States Postal Service (USPS) Office of Inspector General (OIG) Special Agents, [REDACTED] acknowledged submitting eTravel vouchers claiming the round-trip miles from the [REDACTED] Post Office and the [REDACTED] Post Office during her detail to the [REDACTED] Post Office.

[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] began her Career with the Postal Service in [REDACTED]. She was hired as a letter carrier at the [REDACTED], Post Office. She held that position for [REDACTED]

[REDACTED]

Following her assignment in [REDACTED], she transferred to the [REDACTED], Post Office, as OIC and was subsequently promoted to Postmaster on [REDACTED]. [REDACTED], she transferred to the [REDACTED], Post Office, as Postmaster. [REDACTED] she transferred to the [REDACTED], Post Office, as Postmaster. [REDACTED] she became Postmaster at the [REDACTED], Post Office, Executive Administrative Service (EAS) Level 22. [REDACTED]

The investigation into these allegations began on approximately January 11, 2010, and ended on approximately March 24, 2010.

IV. DETAILS

Allegation:

During her detail to the [REDACTED] Post Office, [REDACTED] submitted eTravel vouchers for reimbursement of mileage she was not entitled to claim.

Allegation Findings:

On January 11, 2010, [REDACTED] provided the RA with copies of the November 30, 2009, December 7, 2009, and December 21, 2009, eTravel vouchers submitted by [REDACTED] claiming reimbursement for mileage totaling \$749.10 (Exhibits 1 - 3).

On January 20, 2010, [REDACTED] provided the RA with a copy of the January 7, 2010, eTravel voucher submitted by [REDACTED] claiming reimbursement for mileage totaling \$378.15 (Exhibit 4).

On February 2, 2010, [REDACTED] provided the RA with a copy of the January 20, 2010, eTravel voucher submitted by [REDACTED] requesting reimbursement for mileage totaling \$443.00 (Exhibit 5).

On March 4, 2010, the RA and Special Agent (SA) [REDACTED] interviewed [REDACTED] (Exhibit 6). The SAs identified themselves, presented their credentials and explained the purpose of the interview was to ask her questions regarding travel vouchers she submitted. [REDACTED] was provided with her Garrity rights per the U. S. Postal Service "Acknowledgement of Rights" form, which she initialed and signed indicating that she was willing to be interviewed (Exhibit 7).

[REDACTED] duties as a Postmaster included reviewing and approving eTravel vouchers submitted by clerks. The clerks were allowed to claim mileage reimbursement when they were assigned to a postal site other than their duty station. For example, if a clerk was scheduled to work at the [REDACTED] Post Office; however, there was not enough work for the clerk, [REDACTED] assigned the clerk to work at the [REDACTED] Annex. In which case, the clerk was allowed to claim the mileage for travel to the Annex from the [REDACTED] Post Office. Employees were also allowed to claim mileage reimbursement if they attended training at another Post Office.

[REDACTED]

As an example for claiming mileage reimbursement, [REDACTED]

[REDACTED]

During her recent detail to the [REDACTED] Post Office, [REDACTED]

[REDACTED]

[REDACTED] had asked [REDACTED] if she could use the Postal Service staff car to drive to [REDACTED] during her detail. [REDACTED]

[REDACTED]

The RA showed [REDACTED] copies of her eTravel vouchers she submitted during her detail to the [REDACTED] Post Office (Exhibit 6, Attachments 2 - 6). [REDACTED] reviewed the vouchers and [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] provided a sworn written statement (Exhibit 8).

[REDACTED]

[REDACTED] requested to provide a second sworn written statement indicating that she would repay the money she received from her mileage reimbursement if she was not entitled to it (Exhibit 9).

On March 5, 2010, the RA met with [REDACTED] as previously scheduled (Exhibit 10). The RA asked [REDACTED] if he directed [REDACTED] to report to the [REDACTED] Post on her scheduled days off. [REDACTED]

[REDACTED]

[REDACTED] primarily worked at the [REDACTED] Post Office; however, she did travel between the [REDACTED] stations. [REDACTED]

[REDACTED]

On March 23, 2010, [REDACTED] provided the RA with a copy of the January 31, 2010, eTravel voucher submitted by [REDACTED] claiming reimbursement for mileage totaling \$360.50 (Exhibit 11). The RA reviewed the voucher and identified three mileage claims for travel on February 1, 2010. Each claim was for \$24.00. There were

also two \$24.00 mileage claims for travel on February 3, 2010, followed by two additional \$24.00 mileage claims for travel on February 4, 2010.

On March 24, 2010, the RA completed a spreadsheet summarizing the eTravel vouchers submitted by [REDACTED], Postmaster, [REDACTED], [REDACTED] Post Office, during the period November 2009 through February 2010 (Exhibit 12). Six eTravel vouchers were submitted during that time period totaling \$1,930.75 of which \$1,361.50 appeared to be for round-trip mileage between the [REDACTED] Post Office and the [REDACTED], [REDACTED], [REDACTED] Post Office.

V. EXHIBITS

1. eTravel voucher, dated November 30, 2009
2. eTravel voucher, dated December 7, 2009
3. eTravel voucher, dated December 21, 2009
4. eTravel voucher, dated January 7, 2010
5. eTravel voucher, dated January 20, 2010
6. Memorandum of Interview, [REDACTED], dated March 4, 2010
7. Garrity warning, dated March 4, 2010
8. Sworn written statement, [REDACTED], dated March 4, 2010
9. Sworn written statement #2, [REDACTED], dated March 4, 2010
10. Memorandum of Interview, [REDACTED], dated March 5, 2010
11. eTravel voucher, dated January 31, 2010
12. Spreadsheet summary of eTravel vouchers

RESTRICTED INFORMATION

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**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
SOUTHWEST AREA FIELD OFFICE
P. O. BOX 33788
SAN ANTONIO, TX 78265-3788

CASE #: 10UISN0604FF03FF

CROSS REFERENCE #:

**INCENT GIFT
CARD THEFT,**

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM November 9, 2009 TO January 25, 2010

STATUS OF CASE: CLOSED INVESTIGATION

SUMMARY OF INVESTIGATIVE ACTIVITY:

Special Agent (SA) [REDACTED] received information from [REDACTED] United States Postal Service [REDACTED] Specialist stating that Postal Employee [REDACTED] attempted to redeem approximately 50 IncentOne Gift Certificates on March 13, 2009.

On November 9, 2009, SA reviewed complaint and request more information from [REDACTED]

On November 18, 2009, SA emailed [REDACTED] requesting log of employees who received gift cards.

On December 4, 2009, SA received an email response from [REDACTED] stating [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

On December 9, 2009, SA spoke to anonymous #1 who stated he/she does not remember any Gift Cards being handed out in FY 09 or in FY 10.

On December 9, 2009, SA contacted [REDACTED] in order to find out if cards were actually delivered. Incent One was unable to provide information regarding the redemption or actual mailing of the gift cards.

On December 10, 2009, SA spoke to anonymous # 2 who stated that she did not remember any gift cards being handed out and that she wouldn't be surprised if [REDACTED] had them sitting on her desk. Anonymous # 2 stated that [REDACTED] is very unorganized.

On January 20, 2010, SA met with [REDACTED] at her office at approximately 9:53 AM. [REDACTED] provided the certificates of redemption for the gift card she ordered for her employees. [REDACTED] had written the confirmation number for each order on its corresponding certificate. [REDACTED] has been waiting for the gift cards to arrive so she can reconcile the certificates with the actual gift cards sent by Incent One. [REDACTED] has not received any of the gift cards.

[REDACTED] did not receive these gift cards.

It appears that the gift cards were never mailed or they were lost or stolen in the mail stream. Due to the lack of tracking used on the mailings, this investigation is closed.

PREPARED BY: SA [REDACTED]	DATE: 01/25/2010
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**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

P.O. BOX 65456
ST. PAUL, MN 55165-0456

CASE #: 10UISU2158FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM March 31, 2010 TO February 15, 2011

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED]
MANAGER CUSTOMER SERVICE OPERATIONS
[REDACTED]

[REDACTED]
MANAGER, LABOR RELATIONS
[REDACTED]

PREPARED BY: [REDACTED]

DATE: 2/17/2011

[REDACTED]
POSTMASTER
[REDACTED]
[REDACTED]

[REDACTED]
DISTRICT MANAGER
[REDACTED]
[REDACTED]

[REDACTED]
ASSOCIATE GENERAL COUNSEL/CHIEF ETHICS OFFICER U.S. POSTAL SERVICE
[REDACTED]
[REDACTED]

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I. PREDICATION

On January 25, 2010, the Office of Inspector General received information alleging that [REDACTED], Supervisor Customer Services, uses a long life vehicle (LLV) to conduct street duties then claims personal vehicle mileage as if he had used his personally owned vehicle [REDACTED] to complete the functions. It was determined that [REDACTED] vouchers are reviewed and approved above his immediate manager which prevented the claims from immediately catching the attention of his manager.

II. SYNOPSIS

Our investigation determined that [REDACTED] knowingly falsified eTravel claims for mileage reimbursement in violation of both federal law and postal policy. In an interview with OIG Agents conducted on February 15, 2011, [REDACTED] admitted he knowingly falsified eTravel claims for mileage reimbursement for one third of all claims he submitted in fiscal years 2009 and 2010.

[REDACTED]

III. BACKGROUND

[REDACTED] is the Acting Manager Customer Services at the [REDACTED] Carrier Annex. He entered on duty with the USPS on July 23, 2005.

IV. SUPPORTING DETAILS

Allegation 1:

[REDACTED] knowingly falsified eTravel claims for personal mileage reimbursement for one third of all claims he submitted in fiscal years 2009 and 2010 in violation of both federal law and postal policy.

Allegation 1 Findings:

On November 17, 2010, Office of Inspector General (OIG) Special Agent (SA) [REDACTED] received from Investigative Analyst [REDACTED] the eTravel Traveler History Detail report for [REDACTED] for fiscal years 2009 (Exhibit 1) and 2010 (Exhibit 2). SA [REDACTED] completed a review of [REDACTED] ETravel claims submitted for reimbursement for use of his privately owned vehicle for fiscal years 2009 and 2010. All claims were approved by [REDACTED], Manager Post Office Operations.

During fiscal year 2009, [REDACTED] submitted total claims for use of his privately owned vehicle in the amount of \$1,203.90 (Exhibit 1).

During fiscal year 2010, [REDACTED] submitted total claims for use of his privately owned vehicle in the amount of \$1,168.45 (Exhibit 2).

On October 28, 2010, Special Agents (SA) [REDACTED] and [REDACTED], United States Postal Service (USPS), Office of Inspector General (OIG), interviewed [REDACTED], Postmaster, [REDACTED] Post Office, regarding [REDACTED], Acting Manager, [REDACTED] (Exhibit 3). Prior to asking any questions, SAs [REDACTED] and [REDACTED] provided their official identity and explained the purpose of the interview.

[REDACTED]

[REDACTED]

On Monday, December 13, 2010, SA [REDACTED] conducted surveillance of [REDACTED] at the [REDACTED] Carrier Annex.

Agent note: The weather conditions on December 13, 2010, were deep accumulated snow from the prior night. Most postal vehicles were covered in deep snow and required snow removal. The post office parking lot was covered in deep snow and postal employees spent many hours during the day on December 13, 2010, removing snow from the parking lots and driveways of the post office.

SA [REDACTED] positioned herself with a clear view of [REDACTED] personal vehicle, a 2002 white, four-door Lexus, [REDACTED] license [REDACTED]. Surveillance began at approximately 9:00am. At approximately 12:44pm, someone [presumably [REDACTED]] came out of the post office and got in [REDACTED] Lexus and left. They returned at approximately 1:17pm and went back inside the post office. At approximately 2:17pm someone [presumably [REDACTED]] came out of the post office and got in [REDACTED] Lexus and left. At approximately 3:35pm, SA [REDACTED] called in to the [REDACTED] Post Office and asked to speak with [REDACTED]. The person who answered the telephone told SA [REDACTED] that [REDACTED] had gone home for the day.

On Monday, December 20, 2010, SA [REDACTED] conducted surveillance of [REDACTED] at the [REDACTED] Carrier Annex. SA [REDACTED] positioned herself with a clear view of [REDACTED] personal vehicle, a 2002 white, four-door Lexus, [REDACTED] license [REDACTED].

Agent note: The weather conditions on December 20, 2010, were heavy snow fall becoming heavier throughout the day with deep accumulations.

Surveillance began at approximately 9:00am. At approximately 9:52am, someone [presumably [REDACTED]] came out of the post office and got in [REDACTED] Lexus and left. They returned at approximately 10:30am and went back inside the post office. Surveillance was terminated due to heavy snowfall at approximately 1:00pm. [REDACTED] Lexus was still at the post office at this time.

On December 30, 2010, [REDACTED], Manager Post Office Operations, provided SA [REDACTED] with a printout that showed that [REDACTED] submitted an eTravel expense for December 13, 2010, for use of [REDACTED] privately owned automobile for "street supervision" (Exhibit 4).

On February 15, 2011, Special Agents (SA) [REDACTED] and [REDACTED], United States Postal Service (USPS), Office of Inspector General (OIG), interviewed [REDACTED], Acting Manager, [REDACTED] Carrier Annex, [REDACTED] regarding eTravel claims submitted for reimbursement by [REDACTED] (Exhibit 5). Prior to asking any questions, SA s [REDACTED] and [REDACTED] provided their official identity and explained the purpose of the interview. SA [REDACTED] provided written and verbal Acknowledgement of Rights per Garrity to [REDACTED] by reading them aloud from the form and providing the form to [REDACTED] to read contemporaneously. [REDACTED]

stated he understood his rights and did not have any questions about them. He signed the form and returned it to SA [REDACTED]. [REDACTED] did not request representation during the interview. [REDACTED] declined to provide a written sworn statement.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SA [REDACTED] asked [REDACTED] if he had ever submitted reimbursement through eTravel for personal vehicle mileage when he actually drove a postal vehicle. [REDACTED] first stated that he had never done that. [REDACTED]

[REDACTED]

SA [REDACTED] asked [REDACTED] to recall a particular day, December 13, 2010, which was just after a substantial snowstorm. SA [REDACTED] asked [REDACTED] if he recalled if he conducted any street supervision that day. [REDACTED] SA [REDACTED] asked if it would make sense for [REDACTED] to do street supervision that day with such heavy snowfall. [REDACTED]

[REDACTED] SA [REDACTED] told [REDACTED] she had been at the [REDACTED] Carrier Annex that day conducting surveillance.

At this point, SA [REDACTED] reminded [REDACTED] of the necessity to be honest during this interview. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SA [REDACTED] presented [REDACTED] with two printouts. One was for eTravel claims submitted by [REDACTED] for his privately owned vehicle mileage reimbursement for fiscal year 2009 (Exhibit 1). This totaled \$1,203.90. The second printout was for eTravel claims submitted by [REDACTED] for his privately owned vehicle mileage reimbursement for fiscal year 2010 (Exhibit 2). This totaled \$1,168.45. SA [REDACTED] asked [REDACTED] if he could pick out which claims were legitimate and which were falsified.

[REDACTED]

V. EXHIBITS

1. eTravel claims submitted by [REDACTED] for his privately owned vehicle mileage reimbursement for fiscal year 2009
2. eTravel claims submitted by [REDACTED] for his privately owned vehicle mileage reimbursement for fiscal year 2010
3. Memorandum of Interview [REDACTED], October 28, 2010
4. [REDACTED] eTravel claim for December 13, 2010

Memorandum of Interview, [REDACTED], February 15, 2011

RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U. S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
SOUTHEAST AREA FIELD OFFICE
P.O. BOX 161288
ATLANTA, GEORGIA 30321-1288

CASE #: 11UIAT0255FF02FF

CROSS REFERENCE #:

TITLE:



CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 4, 2010 TO November 3, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

██████████, Postmaster, ██████████

██████████, Human Resource Manager, ██████████ District

██████████, District Manager, ██████████ District

██████████, Human Resource Manager, ██████████ Area

PREPARED BY: SA ██████████

DATE: 11/03/2010

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I. PREDICATION

This investigation was initiated based on information provided by the United States Postal Service, Office of Inspector General, Office of Audit. It was reported that while conducting an audit of travel card transactions, it was discovered that [REDACTED], Supervisor, Customer Service, [REDACTED] Carrier Annex, [REDACTED] made several unauthorized purchases with his government issued Citibank Card. According to the audit referral (**Exhibit 1**), between January 2009 and September 2010, [REDACTED] made numerous cash withdrawals; purchased airline tickets for himself and a companion; purchased food and other items that were not related to official USPS travel. The referral also indicated that none of the purchases made by [REDACTED] were supported in the USPS *eTravel* System.

II. SYNOPSIS

Investigation determined [REDACTED] used his government issued credit card to make purchases and cash advances not related to official government travel. The costs of these transactions totaled \$6,575.78.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] advised he was issued government travel card number [REDACTED] in 2006 while assigned to the USPS Northeast Area.

[REDACTED] has been employed by the USPS since 2002. He is currently identified as a Supervisor Customer Service, [REDACTED] Carrier Annex, [REDACTED].

IV. DETAILS

On October 4, 2010, the United States Postal Service, Office of Inspector General (USPS-OIG) received an audit referral from USPS-OIG Audit, [REDACTED]. During a nationwide audit of Citibank travel card purchases, it was discovered that [REDACTED] used his government issued travel card to make \$6,575.78 in purchases not related to official USPS travel.

On October 21, 2010, Special Agents [REDACTED] and [REDACTED] interviewed [REDACTED] regarding the information reported to the USPS-OIG alleging he misused his government issued travel card. Upon being apprised of the identities of the interviewing

agents and the purpose of the interview, [REDACTED] was provided with his Garrity Rights (**Exhibit 2**) which he signed, agreeing to participate in the interview.

[REDACTED] was shown copies of the statements associated with his government issued credit card (**Exhibit 3**). Upon reviewing the documents, [REDACTED] acknowledged his familiarity with the partial card number depicted on the statement and admitted to using his government issued card for personal travel and to pay other personal financial obligations. When asked to explain, [REDACTED] advised he has used his government issued credit card for personal use since being issued the card in 2005 or 2006, but has always paid the charges in full. [REDACTED] stated he used his government travel card to make purchases and cash advances because "the government card had a better interest rate than his TD Bank and Discover Card accounts." [REDACTED] was shown an excerpt from the USPS Handbook F-15, Section 3-2.4, Responsibilities of the Cardholder (**Exhibit 4**) which states in part, "As a cardholder, you are accountable for all charges made with the card." Section 3-2.4.3 further states, "Reminder: The individual government travel card is for official travel only." Upon reviewing the document, [REDACTED] advised he was not familiar with USPS Handbook F-15 and asserted that as long as he paid his bill, he did not feel he did anything wrong.

SA [REDACTED] obtained a copy of [REDACTED]'s government issued credit card (**Exhibit 5**). The cardholder notice displayed along the left side of the card reads, "For Official Government Travel Only." SA [REDACTED] conducted a review of the USPS Management Instruction 640-2004-1 (**Exhibit 6**), which states in section "a" titled, Responsibilities of the Cardholder, "Use the government- issued travel charge card to pay for your official travel expenses only."

V. EXHIBITS

1. USPS-OIG Audit Referral, October 21, 2010
2. [REDACTED] Garrity, October 21, 2010
3. Harold Citibank Statements, October 21, 2010
4. USPS Handbook F-15 excerpt, October 21, 2010
5. [REDACTED] travel card, October 21, 2010
6. USPS Management Instruction 640-2004-1, November 3, 2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
CAPITAL METRO FIELD OFFICE
P.O. BOX 161288
ATLANTA, GEORGIA 30321-1288

CASE #: 11UIAT0700FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]

FSO, CONFLICT OF INTEREST,
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM December 8, 2010 TO April 11, 2011

STATUS OF CASE: Referred for Prosecution

JOINT AGENCIES:

General Services Administration, Office of Inspector General

DISTRIBUTION:

[REDACTED]
Assistant United States Attorney
Northern District of Georgia

PREPARED BY: SA [REDACTED]

DATE: 04/27/2011

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I. PREDICATION

This investigation was initiated based on information provided by the U.S. Postal Service (USPS), [REDACTED] (FSO). The FSO provided information indicating that between April 2010 and December 2010, [REDACTED], FSO, used the USPS issued US Bank credit cards assigned to [REDACTED], USPS (Retired) and [REDACTED], FSO to make unauthorized purchases in excess of \$19,000.00.

Additionally, the FSO reported the discovery of possible conflict of interest violations by [REDACTED]. According to the FSO, while conducting a review of facilities contracts, it was discovered that between August 2010 and October 2010, [REDACTED] was awarded three facilities contracts. It was later determined that [REDACTED] was the owner operator of [REDACTED] and that he received in excess of \$13,000.00 in payments for fraudulent contract obligations he created and approved without authorization from the USPS.

II. SYNOPSIS

The USPS-OIG investigation developed evidence indicating [REDACTED] used the government issued credit cards assigned to [REDACTED], without their knowledge, to make unauthorized purchases for personal gain. The credit card purchases totaled \$19,267.47.

The USPS-OIG investigation also developed evidence indicating [REDACTED] used his authority as a USPS [REDACTED] to create fraudulent contract obligations, apply monetary commitments to those contracts and made payments to himself under the name of his company, [REDACTED]. As a result of the false contract obligations and payments, [REDACTED] received \$13,310.50 in compensation.

[REDACTED] fraudulent activities resulted in a total loss of \$32, 577.97 to the USPS.

III. BACKGROUND/SUBJECT IDENTIFICATION

Subject:
Date of Birth:
Social Security:
Address:

[REDACTED]

IV. DETAILS

On December 8, 2010, Special Agent [REDACTED], USPS-OIG spoke with [REDACTED] Analyst, FSO. [REDACTED] was contacted to obtain additional information regarding the allegation [REDACTED] used the US Bank credit cards assigned to his subordinates to make several thousand dollars in unauthorized purchases. SA [REDACTED] also sought information regarding the allegation [REDACTED] misused his authority as a USPS [REDACTED] to create fraudulent invoices and receive payments from the USPS to his company [REDACTED]

[REDACTED] reported that while conducting a monthly reconciliation for the US Bank purchase cards assigned to [REDACTED], FSO and [REDACTED], FSO she discovered several suspicious charges that occurred on dates after both [REDACTED] and [REDACTED] released their cards to [REDACTED]

Below are the details associated with these purchases:

Card #1 (formerly [REDACTED] card)

- Purchase through Pay Pal of Supply & Services in the amount \$299.99
- Purchase through Pay Pal of Training-Outside-Instr. & Fees in the Amount \$1,689.65
- Purchase through Pay Pal of Membership and Professional Services in the Amount \$5,682.88 and \$1.95

Card #2 (formerly [REDACTED] card)

- Purchase of Supply & Services in the amount \$9,116.00
- Purchase of Supply & Services in the amount \$2,199.00

--Purchase of Supply & Services in the amount \$278.00

Regarding the fraudulent contract obligations and payments, [REDACTED]

[REDACTED]

Upon completion of the design work, the FSO awarded contract number [REDACTED] Incorporated, who completed the box consolidation project.

[REDACTED]

A review of the documentation disclosed the following:

- 1) January 2010, the USPS awarded contract number [REDACTED] in the amount of \$15, 886.35 to [REDACTED] to conduct architecture and design work at the [REDACTED] Post Office for Post Office Box consolidation
- 2) March 2010, [REDACTED] received \$3,177.27 for work associated with the drafting of the Post Office Box schematic. Note: Due to political pressure and customer complaints the project was cancelled. The remaining funds associated with the contract were de-committed on July 29, 2010. \$12,709.08 remained available
- 3) March 2010, USPS awarded contract number [REDACTED] Enterprises Incorporated
- 4) March 2010, [REDACTED] received \$3,500.00 for work completed on the Post Office Box project at the [REDACTED] Post Office

- 5) August 2010, [REDACTED] created contract number [REDACTED] and approved a monetary obligation to [REDACTED] in the amount of \$6,185.50
- 6) August 2010, [REDACTED] created an obligation against contract number [REDACTED] and approved payment to [REDACTED] in the amount of \$5,400.00
- 7) August 2010, [REDACTED] created contract number [REDACTED] and approved payment to [REDACTED] in the amount of \$7,125.00
- 8) September 2010, [REDACTED] created and approved an obligation against contract number [REDACTED] in the amount of \$785.50
- 9) September 2010, [REDACTED] created a de-commitment action for the funds allocated to the [REDACTED] Post Office project. The original amount allocated for the project was \$59,000.00. [REDACTED] de-committed \$51,875.00 and approved a payment to [REDACTED]. [REDACTED] received payment for this action August 2010 in the amount of \$7,125.00

Below are the details associated with the two projects:

- 1) [REDACTED] Main Office- project number [REDACTED]
--Payment in the amount of \$7,125.00 -- approved by [REDACTED] and paid to [REDACTED] (Exhibit 6)
- 2) [REDACTED] Main Office-project number [REDACTED]
--Payment in the amount of \$5,400.00 - approved by [REDACTED] and paid to [REDACTED] (Exhibit 7)
--Payment in the amount of \$785.50 - approved by [REDACTED] and paid to [REDACTED] (Exhibit 8)

The payments were mailed to [REDACTED]'s home of record under the name [REDACTED]
[REDACTED] stated contract related transactions are normally created by a Contracting Specialist or a Project Manager [REDACTED]
[REDACTED]

_____ created and approved obligations for USPS contracts _____ totaling \$13,310.50.

On December 15, 2010, SA [REDACTED] interviewed [REDACTED] regarding the allegation he used the USPS issued US Bank credit cards assigned to [REDACTED] to make unauthorized purchases in excess of \$19,000.00. [REDACTED] was also interviewed regarding an allegation he used his authority as a USPS [REDACTED] to create fraudulent contract obligations, apply monetary commitments to those contracts and made payments to himself under the name of his company, [REDACTED]. Upon being apprised of the identity of the interviewing agent and the purpose of the interview, [REDACTED] was provided with his Garrity Rights (Exhibit 9), which he signed agreeing to participate in the interview.

has been employed by the USPS for approximately

When asked about the purchases made

[REDACTED]

When asked about the purchases made on [REDACTED]

[REDACTED]

Regarding the allegation [REDACTED] used his authority as a USPS [REDACTED] to create fraudulent contract obligations, applied monetary commitments to those contracts and made payments to his company [REDACTED]

[REDACTED]

[REDACTED] When asked if he or someone working at his direction actually conducted the work on those projects, [REDACTED]

[REDACTED]

was shown copies of the USPS issued checks to [REDACTED]
[REDACTED] relating to the commitments created by [REDACTED] Upon reviewing the

documents, [REDACTED]

When asked if he was aware he may have violated Federal law and USPS policy, [REDACTED]

[REDACTED] Upon completion of the interview (Exhibit 10), [REDACTED] agreed to release the golf cart, boat and motor to the USPS-OIG. [REDACTED] also provided a sworn written statement as a supplement to this interview (Exhibit 11).

On December 22, 2010, SA [REDACTED] County Sheriff's Department, met [REDACTED] Storage [REDACTED]

Also on December 22, 2010, [REDACTED]

On December 23, 2010, [REDACTED] conducted a review of the [REDACTED] enforcement database report relating to [REDACTED] (Exhibit 13). The review disclosed [REDACTED] owned a 19.00', 1986 Bayliner Fiberglass pleasure boat, hull number [REDACTED], that was last registered in 2008. The report also indicated that [REDACTED] registered the boat using a social security number contrary to the information listed in the USPS employee database. Based on the information disclosed in the Watercraft Report, it was determined [REDACTED] failed to release the correct boat to the USPS-OIG on December 22, 2010. Upon discovering the discrepancy, SA [REDACTED] contacted [REDACTED] to inquire as to the whereabouts of the boat purchased using the USPS credit card.

On December 27, 2010, [REDACTED] contacted SA [REDACTED] and [REDACTED] [REDACTED] When asked to provide the location of the boat purchased with government purchase card, [REDACTED]

On December 27, 2010, SA [REDACTED] received a copy of the invoice from [REDACTED] (Exhibit 14) relating to the purchases made by [REDACTED] on the government credit card. A review of the invoice indicated that on October 28, 2010, [REDACTED] used a Visa credit card depicting the last four digits of "7923" to purchase a 5.0 Liter [REDACTED] Marine engine for \$2,199.00 and paid delivery costs of \$278.00. The items were shipped to [REDACTED], the home of record for [REDACTED]. Further review of the invoice indicated the IP address ([REDACTED]) used to make the on-line purchase, was assigned to the USPS computer used by [REDACTED].

Also on December 27, 2010, SA [REDACTED] contacted SA [REDACTED], USPS-OIG Computer Crimes Unit (CCU) to request data from [REDACTED] USPS Internet activity logs. SA [REDACTED] provided transaction data from the purchase of a "[REDACTED] Marine Engine" from [REDACTED]. The data showed the purchaser used the email address [REDACTED]. SA [REDACTED] requested a search to determine whether any data related to this transaction was present in the Internet Proxy Logs for [REDACTED], user Identification [REDACTED]. SA [REDACTED] analysis disclosed the following information:

- 1) User account [REDACTED] was used to search the Internet for the term "[REDACTED] motors" on October 28, 2010.
- 2) User account [REDACTED] was used to visit regular and secure pages on the site [REDACTED] on October 28, 2010.
- 3) User account [REDACTED] accessed pages on *yahoo.com* containing reference to [REDACTED].

SA [REDACTED] reviewed the Internet Proxy Logs entries generated on October 28, 2010 for user [REDACTED]. The logs contained a search entry showing that the user entered the phrase "[REDACTED] motors" into the MSN Live search site. This search immediately appears again as a search on *bing.com*.

On October 28, 2010, user [REDACTED] accessed the site [REDACTED] and visited pages including the following:

The main page of [REDACTED]
The "buy now" button for product [REDACTED], which the site currently lists as a "5.0L [REDACTED] Marine Engine (1996-2010)"
Secure encrypted pages on [REDACTED]

Though the entries showing access to secure encrypted data do not show the exact resources accessed, the sequence of events shown in the log is consistent with making and funding a purchase on the site. Entries from the proxy logs showing the search and activity on the [REDACTED] site are included as (Exhibit 15).

On various dates, including 10/25/2010, 10/26/2010 and 11/6/2010, [REDACTED] visited sites associated with Yahoo, containing reference to [REDACTED]. These entries may indicate the user accessed webmail logged in as user [REDACTED]. Entries related to this activity are included as (Exhibit 16).

On December 29, 2010, [REDACTED] met SA [REDACTED], U.S. Postal Police Officer, [REDACTED] Processing & Distribution Center, [REDACTED]. [REDACTED] retrieved the Bayliner boat he released to the USPS-OIG on December 22, 2010 (Exhibit 17).

On January 25, 2011, SA [REDACTED] and SA [REDACTED] General Services Administration, Office of Inspector General (GSA-OIG) interviewed [REDACTED], USPS (retired), regarding the alleged misuse of his government issued U.S. Bank purchase card. Upon being apprised of the identities of the interviewing agents and the purpose of the interview, [REDACTED] agreed to participate in the interview.

[REDACTED]

[REDACTED] Upon completion of the interview (Exhibit 18), [REDACTED] provided a sworn written statement summarizing the aforementioned information (Exhibit 19).

On March 3, 2011, SA [REDACTED] received the subpoenaed documents from [REDACTED] Corp. reference USPS-OIG subpoena number [REDACTED] (Exhibit 20). A review of the documents indicated that on or about October 18, 2010, an individual identified as [REDACTED] made a purchase totaling \$716.14 utilizing VISA credit card depicting the last four digits of [REDACTED]. The documents also indicated that on or about October 25, 2011 a purchase totaling \$9,116.00 was also made utilizing VISA credit card depicting the last four digits of [REDACTED]. The items purchased on or about October 25, 2011, were shipped to [REDACTED]. [REDACTED] was previously identified as [REDACTED].

On April 11, 2011, SA [REDACTED] received notification from the U.S. Attorney's Office, Atlanta, Georgia that [REDACTED] through his attorney has agreed to negotiate a plea agreement regarding this matter.

This investigation has been referred to the U.S. Attorney's Office, Northern District of Georgia for prosecutorial consideration.

V. EXHIBITS

1. [REDACTED] Separation Document, December 8, 2010
2. [REDACTED] Separation Document, January 20, 2011
3. [REDACTED] Credit Card purchases, December 8, 2010
4. [REDACTED] Payment Schedule, December 8, 2010
5. [REDACTED] invoices and payment documents, December 8, 2010
6. U.S. Postal Service Check [REDACTED] (\$7,125.00) Pay to the order of [REDACTED], December 10, 2010
7. U.S. Postal Service Check [REDACTED] (\$5,400.00) Pay to the order of [REDACTED], December 10, 2010
8. U.S. Postal Service Check [REDACTED] (\$785.00) Pay to the order of [REDACTED], December 10, 2010
9. [REDACTED] Garrity, December 15, 2010
10. [REDACTED] Memorandum of Interview, December 15, 2010
11. [REDACTED] sworn written statement, December 15, 2010
12. [REDACTED] property release, December 22, 2010
13. [REDACTED] Watercraft Report, December 23, 2010
14. [REDACTED] Motorz Invoice, December 27, 2010
15. [REDACTED] Excerpts related to [REDACTED] from User [REDACTED] weblogs, December 27, 2010
16. [REDACTED] Excerpts containing the address [REDACTED] from User [REDACTED] weblogs. (Note that the characters [REDACTED] are a code used to represent the "@" symbol in Internet address syntax). December 27, 2010
17. Memorandum USPS-OIG Boat release to [REDACTED], December 29, 2010
18. [REDACTED] sworn written statement, January 25, 2011
19. [REDACTED] memorandum of interview, January 25, 2011
20. [REDACTED] Powered Vehicles documents, March 3, 2011

RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

300 STEVENS DRIVE
SUITE 350
LESTER, PA 19113-1525

CASE #: 11UIBL2914FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]

SUPERVISOR: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM April 29, 2011 TO September 20, 2011

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

Not Applicable

DISTRIBUTION:

[REDACTED]

Helen Grant, USPS Ethics Officer, Electronic Copy w/o Exhibits

PREPARED BY: SA [REDACTED]

DATE: 9/20/2011

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I. PREDICATION

On April 29, 2011, U.S. Postal Service (USPS), Office of Inspector General (OIG) Special Agent (SA) [REDACTED] (SA [REDACTED]) received information from [REDACTED] Manager [REDACTED] regarding alleged misuse of a government travel credit card assigned to [REDACTED]

Supervisor [REDACTED]

SA [REDACTED] then relayed the information provided by [REDACTED] to SA [REDACTED]

SA [REDACTED] subsequently contacted [REDACTED] about the alleged inappropriate use of a government travel card issued to [REDACTED] advised that a review of [REDACTED] travel card transactions disclosed multiple cash advances and various transactions were conducted during April 2011 that appeared to be for personal purchases, including multiple transactions at various gas stations. [REDACTED] had previously emailed a copy of a spreadsheet listing the suspicious transactions to SA [REDACTED], who then forwarded the spreadsheet to SA [REDACTED].

While on the phone with SA [REDACTED] conference called Postmaster [REDACTED] [REDACTED] relayed that [REDACTED] transferred to the [REDACTED] Annex from the [REDACTED] Annex and has only been an employee at [REDACTED] a couple months. He also stated that [REDACTED] had not been authorized for any official travel and/or transportation since transferring to [REDACTED]. He then confirmed that [REDACTED] had not submitted any travel vouchers through e-Travel since the unauthorized purchases occurred (Attachment 1).

II. SYNOPSIS

Investigation disclosed that [REDACTED] [REDACTED] took (without permission) [REDACTED] assigned government travel credit card and a personal credit card for personal purchases and cash advances. [REDACTED] subsequently paid the balance of the government travel card after determining the card was taken and used by [REDACTED] for unauthorized purchases.

On August 3, 2011, [REDACTED] admitted to OIG agents that [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED] She subsequently provided a sworn written statement documenting her activity.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED]
[REDACTED] She entered on duty with the Postal Service on [REDACTED]

[REDACTED] (Attachment 2).

[REDACTED]

The Government Travel Card System is a program offered by the Postal Service in which an individual government travel card with automatic teller machine (ATM) privileges is issued to designated employees for use while on official travel. The card is issued in the employee's name, and charges are billed directly to the employee for payment. It is for official travel only and not to be used for personal business. Cardholders are accountable for all charges made with the card; therefore, employees must always do the following:

- Protect the card against unauthorized use.
- Complete eTravel reports and submit receipts so that payments will be issued to the government travel card vendor on a timely basis.
- Pay the portion of the monthly travel card bill not directly reimbursed to the government travel card vendor through eTravel on time.

IV. SUPPORTING DETAILS

On April 29, 2011, SA [REDACTED] received information from [REDACTED] Financial Manager [REDACTED] regarding alleged inappropriate use of a government travel credit card assigned to [REDACTED] Supervisor [REDACTED] SA [REDACTED] then relayed the information provided by [REDACTED].

SA [REDACTED] subsequently contacted [REDACTED] about the alleged inappropriate use of a government travel card issued to [REDACTED] advised that a review of [REDACTED] travel card transactions disclosed multiple cash advances and

various transactions were conducted during April 2011 that appeared to be for personal purchases, including multiple transactions at various gas stations. [REDACTED] had previously emailed a copy of a spreadsheet listing the suspicious transactions to SA [REDACTED], who then forwarded the spreadsheet to SA [REDACTED] (Attachment 3).

While on the phone with SA [REDACTED] conference called Postmaster [REDACTED] [REDACTED] relayed that [REDACTED] transferred to the [REDACTED] Annex from the [REDACTED] Annex and has only been an employee [REDACTED] for a couple months. He also stated that [REDACTED] had not been authorized for any official travel and/or transportation since transferring to [REDACTED]. He then confirmed that [REDACTED] had not submitted any travel vouchers through e-Travel since the unauthorized purchases occurred.

On May 18, 2011, SAs [REDACTED] interviewed [REDACTED] within the [REDACTED] Manager's Office at the [REDACTED] (Attachment 4). The purpose of the interview was to determine if [REDACTED] used her government issued travel credit card to make unauthorized cash advances and personal purchases. SA [REDACTED] read the information contained on a Garrity Rights form to [REDACTED], who agreed to be interviewed and signed the form (Attachment 5). She then voluntarily provided the following information:

SA [REDACTED] informed [REDACTED] that the agents were conducting an investigation into unauthorized cash advances and personal purchases that were conducted with her government issued travel credit card. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] SA [REDACTED] then advised [REDACTED] of the on-going investigation into the government travel credit card usage and not to discuss the matter with anyone, including [REDACTED]. Toward the end of the interview, [REDACTED] completed a sworn written statement documenting all the information she provided the agents (Attachment 6).

While completing the statement, [REDACTED] was asked for the total amount of purchases and cash advances that [REDACTED] allegedly conducted. [REDACTED]

[REDACTED]

After she completed the sworn written statement [REDACTED] was shown a spreadsheet listing all the charges and subsequent payment of \$986.94 on her government travel credit card. [REDACTED]
[REDACTED] When asked about the discrepancy between the \$971.91 payment she declared earlier in the interview and the \$986.94 payment listed on the spreadsheet, she explained [REDACTED]
[REDACTED] then initialed and dated the spreadsheet acknowledging the activity listed for her government

issued travel credit card appeared to be accurate (Attachment 7). [REDACTED]

At the end of the interview, [REDACTED]

[REDACTED] The agents then requested copies of the referenced documents and she subsequently complied by giving the agents copies of an email dated May 16, 2011, a personal check and the top portion of a Citibank account statement (Attachment 8).

On May 24th and 27th of 2011, SA [REDACTED] received documents via facsimile and UPS mail from Citi Investigative Services regarding government credit card account number [REDACTED] (Attachments 9 & 10). Review of the documents confirmed that [REDACTED]

[REDACTED] was the listed account holder and that the government credit card was activated April 15, 2011. The review affirmed that multiple transactions, totaling approximately \$1,362.89, were conducted at various locations using the referenced government credit card account between April 15, 2011, and April 21, 2011. The account documents also disclosed that a payment of approximately \$986.94 was processed on May 16, 2011, leaving a remaining balance of \$390.90.

Upon further review, the documents indicated that a message was documented on the account on April 15, 2011, at 18:10. The ANI (Automatic Number Identification) number associated with the message was [REDACTED]. Comments next to the ANI number indicated the customer updated the zip code and inquired about the PIN number on the account. During the interview on May 18, 2011, [REDACTED] informed OIG agents that [REDACTED]

On May 25, 2011, SAs [REDACTED] and [REDACTED] retrieved a copy of video surveillance footage from Wawa [REDACTED] (Attachment 11). The video surveillance footage was from April 19, 2011, for the time period between 11 p.m. and 11:30 p.m. The review of the aforementioned Citi government credit card account documents disclosed that a fuel purchase transaction occurred at the referenced Wawa on April 19, 2011, at approximately 23:12 (or 11:12 p.m.), utilizing the card assigned to [REDACTED]

Subsequent review of the aforementioned video surveillance footage showed an unidentified [REDACTED]

[REDACTED] entering the interior

double doors of Wawa [REDACTED] at approximately 11:05:12 p.m. The unidentified [REDACTED] subsequently departed the premises and entered the passenger side of a dark colored sedan that parked alongside a gas pump on the premises of Wawa [REDACTED] at approximately 11:05:12 p.m. The make, model and license plate of the sedan were unidentifiable on the video surveillance footage. The referenced sedan departed the premises of Wawa [REDACTED] at approximately 11:13:00 p.m. The duration of time that the sedan was alongside the gas pump at Wawa [REDACTED] on April 19, 2011, coincided with the transaction time that [REDACTED] assigned government credit card was used at the same location. Still photographs of the aforementioned unidentified [REDACTED] and sedan were retrieved from the video surveillance footage from Wawa [REDACTED] (Attachments 12 & 13).

On June 1, 2011, SAs [REDACTED] re-interviewed [REDACTED] regarding unauthorized charges on her assigned government credit card (Attachment 14). Immediately upon entering the office where the interview was to be held, [REDACTED]

SA [REDACTED] advised [REDACTED] not to make any more comments until he has read the information on the Garrity Rights form to her. SA [REDACTED] then proceeded to read the form to [REDACTED] who voluntarily signed the form and agreed to be interviewed (Attachment 15). She then provided the following information to the agents:

[REDACTED]

[REDACTED]

(Attachment 16).

[REDACTED] was advised that she is presently the victim in the case as a result of her paying the balance from the unauthorized charges on the government credit card. She was then directly asked if she was willing to pursue criminal charges in this case. [REDACTED]

[REDACTED] The SAs complied with her request and she then departed the office. She later returned and relayed [REDACTED]

SA [REDACTED] subsequently showed [REDACTED] two (2) still photographs of an unidentified sedan that was also at the aforementioned Wawa at the approximate time of the previously referenced unauthorized transaction (Agent's Note: The [REDACTED] was observed on the video surveillance footage provided by Wawa [REDACTED] entering the passenger side of the unidentified sedan) (Attachments 17 & 18). [REDACTED] was then asked if she recognized the vehicle. [REDACTED]. She was then asked for the type of vehicle driven by [REDACTED]. [REDACTED]

[REDACTED] The SAs complied with her request and she then departed the office. She later returned with two (2) bags full of papers and proceeded to look for the requested documents. After a few minutes of searching, [REDACTED]

During her search for the requested documents, [REDACTED]

On August 3, 2011, SAs [REDACTED] interviewed [REDACTED] within the conference room of the [REDACTED] Annex, [REDACTED] (Attachment 19). The purpose of the interview

was to confirm [REDACTED] claim that [REDACTED] took (without permission) [REDACTED] government issued travel credit card from [REDACTED] residence to make unauthorized cash advances and personal purchases.

After SAs [REDACTED] identified themselves and advised [REDACTED] of the purpose of the interview, SA [REDACTED] read the information contained on the Miranda Rights form to [REDACTED] (Attachment 20). [REDACTED] acknowledged that she understood everything on the form, signed the form and voluntarily agreed to be interviewed. [REDACTED] who documented the information provided on an OIG Personal History Form (Attachment 21). [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] then showed [REDACTED] his U.S. Postal Service issued travel credit card and asked her if the card she took from [REDACTED] was similar to the one just presented to her. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SA [REDACTED] then showed [REDACTED] a spreadsheet listing the transactions conducted with [REDACTED] assigned U.S. Postal Service issued travel credit card. After reviewing the spreadsheet, [REDACTED] She then initialed and dated the spreadsheet (Attachment 22).

[REDACTED] was asked for the estimated total amount of purchases and transactions she conducted with [REDACTED] credit cards, [REDACTED]

[REDACTED] (Attachment 23).

V. EXHIBITS

- 1. Case Initiation - [REDACTED] Supervisor, [REDACTED] Annex, [REDACTED]
- 2. USPS Employee Master Record for [REDACTED]
- 3. [REDACTED] Govt Travel Credit Card Account Activity, April 29, 2011
- 4. Memorandum of Interview - [REDACTED], May 18, 2011
- 5. [REDACTED] Garrity Rights Form, May 18, 2011
- 6. [REDACTED] Sworn Written Statement, May 18, 2011
- 7. Spreadsheet Initialed and Dated By [REDACTED], May 18, 2011
- 8. Documents Provided by [REDACTED] on May 18, 2011
- 9. Memorandum of Activity - Receipt and Review of Government Credit Card Account Information, June 1, 2011
- 10. Copies of Citi Government Credit Card Account Documents
- 11. Memorandum of Activity - Receipt and Review of Video Surveillance Footage from Wawa [REDACTED], June 1, 2011
- 12. Photo of Unidentified Woman at Wawa [REDACTED] on April 19, 2011

13. Photos of Unidentifiable Sedan at Wawa [REDACTED] on April 19, 2011
14. Memorandum of Interview - [REDACTED], June 1, 2011
15. Garrity Rights Form signed by [REDACTED], June 1, 2011
16. First Photo Shown to [REDACTED] on June 1, 2011
17. Second Photo Shown to [REDACTED] on June 1, 2011
18. Third Photo Shown to [REDACTED] on June 1, 2011
19. Memorandum of Interview - [REDACTED], August 3, 2011
20. Miranda Rights Form Signed by [REDACTED], August 3, 2011
21. OIG Personal History Form for [REDACTED], August 3, 2011
22. Spreadsheet of Credit Card Transactions Initialed and Dated by [REDACTED], August 3, 2011
23. Sworn Statement of [REDACTED], August 3, 2011



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

CASE #: 11UICI0907FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]-MISUSE OF GOVERNMENT TRAVEL CARD-[REDACTED]

CASE AGENT (if different from prepared by):

CLOSING MEMORANDUM

This case was initiated on December 30, 2010 based on a referral generated from a United States Postal Service (USPS), Office of Inspector General (OIG) audit project nationwide review of Citibank VISA Travel Card purchases and travel vouchers. The audit revealed [REDACTED] Maintenance employee [REDACTED] made questionable purchases on his Citibank VISA Travel Card. The audit further revealed Hay made travel voucher claims in violation of USPS travel policy.

Due to the low dollar amount of alleged USPS loss, and due to the administrative nature of the alleged activities, this matter was referred back to the USPS for any action deemed appropriate (Attachment A). This referral was discussed and approved by ASAC in compliance with recent OIG directive, shifting investigative resources away from lower impact financial fraud cases to those with significant impact. This case is closed.

Attachments

- A. Email referral to USPS Management, September 22, 2011
[Allegation Referral to Management 9-22-2011](#)

PREPARED BY: SA [REDACTED]

DATE: 9-21-2011



UNITED STATES POSTAL SERVICE OFFICE OF INSPECTOR GENERAL

CASE #: 11UICN0229FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED], Unauthorized Travel Card Expenses

CASE AGENT (if different from prepared by):

CLOSING MEMORANDUM

A review of Citibank travel card expenses and cash advances conducted by OIG Audit revealed that Business Solutions Specialist [REDACTED] conducted numerous suspicious purchases with her Government issued travel card. [REDACTED] failed to submit travel vouchers to support the suspicious purchases and had no approved travel corresponding with the purchases.

On October 26, 2010, agents arrived at the US Postal Service Business Solutions office to interview [REDACTED]. Upon arrival, agents were greeted at the secured door by [REDACTED]. Without identifying themselves, agents asked to speak with manager [REDACTED]. Agents spoke with [REDACTED] and advised her of their intentions to interview [REDACTED] in regards to misuse of her government issues travel card.

While agents were speaking with [REDACTED] left the building and could not be located. Numerous unsuccessful attempts were made to reach [REDACTED] by cell phone and agents were unsuccessful in locating [REDACTED] in or around the office complex. On October 27, 2010, [REDACTED] contacted [REDACTED] and advised she was going to be out on extended FMLA leave.

[REDACTED] remained out of work on FMLA leave until she submitted her letter of resignation from the US Postal Service on March 1, 2011. A review of [REDACTED] government issued credit card statements showed an outstanding balance of \$4,242.30 in the time period leading up to her extended leave. According to the policies governing the Citi Bank credit cards, any outstanding debt is the responsibility of the card holder not the Postal Service. Therefore, the Postal Service has not incurred a financial loss related to [REDACTED] misuse of her government issued card.

This case is being closed due to not further investigation warranted at this time.

PREPARED BY: SA [REDACTED]

DATE: 7-6-2011



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
CAPITAL METRO AREA FIELD OFFICE
9201 EDGEWORTH DR. SUITE 2030
CAPITOL HEIGHTS, MD 20790

CASE #: 11UICP2078FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM March 25, 2011 TO April 28, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:
NONE

DISTRIBUTION:

[REDACTED], MANAGER REPORTING AND COST ANALYSIS,
HEADQUARTERS

[REDACTED], VICE PRESIDENT, EMPLOYEE RESOURCE
MANAGEMENT, HEADQUARTERS

[REDACTED], ASSOCIATE GENERAL COUNSEL/CHIEF ETHICS OFFICER,
HEADQUARTERS

PREPARED BY: SA [REDACTED]

DATE: 4/28/11

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RESTRICTED INFORMATION

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I. PREDICATION

On March 18, 2011, the United States Postal Service (Postal Service) Office of Inspector General (OIG) Office of Investigations received a referral from Postal Service Corporate Accounting regarding the alleged misuse of a Postal Service issued Citibank Government Travel Card by [REDACTED], Financial Economist, Postal Service Headquarters, [REDACTED].

II. SYNOPSIS

This investigation revealed [REDACTED] was reimbursed by the Postal Service for personal expenses totaling \$645.33 when he claimed airfare for a personal trip to [REDACTED] (\$873.03) on his June 9, 2009, travel voucher (Exhibit 3) instead of airfare for his business trip to [REDACTED] Y (\$227.70).

This investigation also revealed [REDACTED] charged approximately \$17,699.66 in personal expenses to his Postal Service issued Citibank Government Travel card from October 2008 to March 2011 (Exhibit 6). [REDACTED] admitted he used his government issued travel card for personal use. [REDACTED] used his government travel card to purchase airfare for himself and others, lodging, rental cars, Internet, travel insurance, and for cash advances. [REDACTED] said he was aware of the Postal Service's policy regarding government credit card use and knows he should not use his government travel card for personal use.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] is a Financial Economist at Postal Service Headquarters located at [REDACTED]. He has been employed by the Postal Service since October 15, 1983.

IV. DETAILS

On March 18, 2011, the Postal Service OIG Office of Investigations received a referral from Postal Service Corporate Accounting regarding the alleged misuse of a Postal Service issued Citibank Government Travel Card by [REDACTED].

On April 19, 2011, Special Agent (SA) [REDACTED] and SA [REDACTED], Postal Service OIG, interviewed [REDACTED] (Exhibit 1). Prior to any questioning, SA

██████████ presented a *Garrity Warning: Acknowledgement of Rights Form* to ██████████. ██████████ indicated he understood his rights, and initialed and signed the form (Exhibit 2).

██████████ said he believed he received a government travel card when the cards were first issued by the Postal Service. ██████████ said he has had a government travel card for more than ten years.

SA ██████████ asked ██████████ when he uses his government travel card. ██████████ said he uses his card for travel. ██████████ said he used to travel a lot for work, but not so much now. ██████████ said the last time he traveled for work was approximately one month ago. ██████████ said he traveled to a couple of post offices. ██████████ said he takes out cash advances for local trips. He said he uses the cash advances for gas.

██████████ said he used his travel card one time for personal use because his personal credit card was not working. ██████████ said he knows he is not supposed to use his government travel card for personal use. ██████████ said he might have used his government travel card for personal use a few times over the past twenty years. ██████████ said he never kept track. ██████████ said he is aware of the Postal Service's policy regarding government credit card use. He said he knows he should not use his government travel card for personal use. ██████████ said it has been approximately ten to twelve years since he has received training for the use of his government travel card. ██████████ said he has not received recent training.

██████████ said sometimes the line between personal use and government use is "kind of quasi." ██████████ said the situation could go either way. ██████████ said he does not go out of his way to use his government credit card for personal use.

SA ██████████ asked ██████████ if he files travel vouchers after each business trip. ██████████ said he does not always file travel vouchers. ██████████ said he works "24/7," he is always working. For example, ██████████ said while he was on vacation in New York he visited a post office for work. ██████████ said he files a travel voucher when it is clear to him that the trip is "100% work related." ██████████ said he does not file travel vouchers when the trips are mixed with both work and personal. ██████████ said he does not file a travel voucher if he visits a "local" post office, if he does not stay overnight, and if he drives his personal car. ██████████ said he is not worried about being reimbursed by the Postal Service, especially while driving his personal car on travel that is a mixture of work and personal.

██████████ said he has never filed a travel voucher for reimbursement of a personal purchase with his government travel card. SA ██████████ asked ██████████ if he took a

trip to [REDACTED] in June 2009, a trip that was purchased with his government credit card. [REDACTED] said he has a son who lives in [REDACTED]. He said he could not remember taking a trip to [REDACTED], but it was possible he went.

SA [REDACTED] asked [REDACTED] why he claimed his personal airline ticket to [REDACTED] (\$873.03, transaction date April 8, 2009) on his June 9, 2009, travel voucher instead of his business airline ticket to [REDACTED] (\$227.70, transaction date May 27, 2009) (Exhibit 3). [REDACTED] said in eTravel the flights show up as the airline instead of the destination. For example, the flights showed up as US Airways, so [REDACTED] said he had to guess which flight was which. [REDACTED] said he was flying a lot during this time and could not tell which flight was which on his statement. [REDACTED] said he does not remember selecting the [REDACTED] trip. He said if he did that, it was "simply an error." [REDACTED] said he has purchased personal airline tickets with his government credit card.

[REDACTED] said he is willing to pay the Postal Service back the difference of \$645.33 between the [REDACTED] and [REDACTED] ticket fares.

SA [REDACTED] presented [REDACTED] with an excel spreadsheet detailing purchases charged to his government travel card from October 2008 to March 2011. SA [REDACTED] asked [REDACTED] to identify the purchases he made for official business (Exhibit 4) [Investigator Note: [REDACTED] first explained to the SAs some of the charges on the excel spreadsheet. [REDACTED] then explained some of the charges by writing a brief note next to the charges.] [REDACTED] said he could identify business reasons for his government credit card purchases that he did not file travel vouchers for. [REDACTED] said it is difficult to remember back to 2008 and that he may need time to identify them.

[REDACTED] said he used his government travel card a couple of times to purchase personal airline tickets. [REDACTED] said he knows he should not have done this. [REDACTED] said he used his government travel card while on vacation in Mexico. He said his personal credit card had a limit and he could not use it, so he used his government travel card instead. [REDACTED] said most of the airline fares on his government travel card statement were for vacations, but [REDACTED] said he mixed work and vacation by visiting postal facilities while at these destinations.

SA [REDACTED] asked [REDACTED] if [REDACTED], Manager Cost Attribution, Postal Service Headquarters, [REDACTED] was aware that [REDACTED] was working while on vacation. [REDACTED] said nobody tells him to work while on vacation. [REDACTED] said he has deadlines so he needs to work while on vacation. [REDACTED] said while he was on a cruise he had to buy Internet access so that he could work. He said he works while on vacation in order to keep up. [REDACTED] said the books

he purchased from Amazon were for work. He said he did not claim reimbursement for the books because the amount was so low.

██████████ said hotels and airlines have his government travel card information on file. ██████████ said when he calls to make reservations his government travel card is automatically charged. ██████████ said the same occurs for online reservations. He said he pays his government travel card bills with his own money.

██████████ voluntarily provided a sworn statement regarding this matter (Exhibit 5). [Investigator Note: ██████████ wrote his statement at the bottom of the excel spreadsheet of his credit card charges.]

SA ██████████ asked ██████████ if he authorized anyone else to use his government travel card. ██████████ said he has never authorized anyone else to use his card. He said he has two to three personal credit cards. ██████████ said he has no financial issues except for a rental property that he owns might go into foreclosure.

On April 28, 2011, SA ██████████ prepared an Excel Spreadsheet summarizing ██████████ Citibank Government Travel Card expenses from October 2008 to March 2011 (Exhibit 6). SA ██████████ determined ██████████ charged approximately \$17,699.66 in personal expenses to his Postal Service issued Citibank Government Travel Card. ██████████ does not have correlating travel vouchers to account for this amount.

Further examination of ██████████ airfare transactions revealed that ██████████ purchased airfare for himself and others on multiple occasions. ██████████ does not have correlating business travel or travel vouchers to account for the airfares listed below:

Airfare purchased Jan. 12, 2009	██████████	Departure Jan. 20, 2009
1. ██████████ (\$330.90)		
2. B. ██████████ (\$330.90)		
Airfare purchased Apr. 8, 2009	██████████	Departure June 1, 2009
1. Passenger unknown (\$873.03)		
Airfare purchased Apr. 23, 2009	██████████	Departure May. 5, 2009
1. ██████████ (\$297.70)		
Airfare purchased July 28, 2009	██████████	Departure Aug. 29, 2009
1. ██████████ (\$304.76)		

2. G. [REDACTED] (\$304.76)
3. F. Gessessesee (\$304.76)

Airfare purchased Feb. 23, 2010 [REDACTED] Departure Apr. 2, 2010

1. [REDACTED] (\$492.80)
2. G. [REDACTED] (\$492.80)

Airfare purchased Sep. 23, 2010 [REDACTED] Departure Nov. 5, 2010

1. [REDACTED] (\$289.40)
2. G. [REDACTED] (\$289.40)

Airfare purchased Nov. 1, 2010 [REDACTED] Departure Dec. 31, 2010

1. [REDACTED] (\$220.40)
2. G. [REDACTED] (\$220.40)
3. F. Gessessesee (\$220.40)

Airfare purchased Jan. 25, 2011 [REDACTED] Departure Mar. 5, 2011

1. [REDACTED] (\$301.40)
2. G. [REDACTED] (\$301.40)
3. F. Gessessesee (\$301.40)

V. EXHIBITS

1. Memorandum of Interview, [REDACTED], April 19, 2011
2. Garrity Warning: Acknowledgement of Rights Form signed by [REDACTED]
[REDACTED] on April 19, 2011
3. [REDACTED] eTravel Expense Report from December 2008 to January 2011
4. Excel spreadsheet detailing purchases charged to [REDACTED] government travel card from October 2008 to March 2011
5. Sworn Statement by [REDACTED] dated April 19, 2011
6. Excel Spreadsheet summarizing [REDACTED] Citibank Government Travel Card expenses from October 2008 to March 2011

IV. EMBEDDED EXHIBITS

1. Memorandum of Interview, [REDACTED], April 19, 2011
MOI - [REDACTED] 4/19/11
2. Garrity Warning: Acknowledgement of Rights Form signed by [REDACTED]
[REDACTED] on April 19, 2011
Garrity Warning: Acknowledgement of Rights Form signed by [REDACTED]
[REDACTED] on 4/19/11
3. [REDACTED] eTravel Expense Report from December 2008 to January 2011
[REDACTED] eTravel Expense Report from December 2008 to January 2011
4. Excel spreadsheet detailing purchases charged to [REDACTED] government travel card from October 2008 to March 2011
Excel spreadsheet detailing purchases charged to [REDACTED] government travel card from October 2008 to March 2011
5. Sworn Statement by [REDACTED] dated April 19, 2011
Sworn Statement by [REDACTED] dated 4/19/11
6. Excel Spreadsheet summarizing [REDACTED] Citibank Government Travel Card expenses from October 2008 to March 2011
Excel Spreadsheet summarizing [REDACTED] Citibank Government Travel Card expenses from October 2008 to March 2011



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
EASTERN AREA FIELD OFFICE
300 Stevens Drive, Suite 350
Lester, PA 19113-1512**

CASE #: 11UICR1744FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM February 14, 2011 TO May 18, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

N/A

DISTRIBUTION:
[REDACTED]

EXHIBITS)

[REDACTED], SENIOR PLANT MANAGER, [REDACTED]
[REDACTED], MANAGER, HUMAN RESOURCES, [REDACTED]

DISTRICT

[REDACTED], MANAGER, LABOR RELATIONS, [REDACTED]
[REDACTED], MANAGER, LABOR RELATIONS, [REDACTED]

EXHIBITS)

[REDACTED], MANAGING ATTORNEY [REDACTED]
[REDACTED], ASSOCIATE GENERAL COUNSEL, CHIEF ETHICS OFFICER,
USPS (W/O EXHIBITS)

PREPARED BY: SA [REDACTED]

DATE: 5/18/2011

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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- I. PREDICATION
- II. SYNOPSIS
- III. BACKGROUND/SUBJECT IDENTIFICATION
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I. PREDICATION

On February 8, 2011, the United States Postal Service, Office of Inspector General (USPS OIG) received a Hotline complaint regarding Manager of Distribution Operations (MDO) [REDACTED], a supervisor at the [REDACTED] Processing and Distribution Center (P&DC). Plant Manager [REDACTED] received a fax from the Holiday Inn Express containing an e-mail appearing to have been authored by relocation personnel at Postal Service headquarters regarding payment to the hotel for relocation expenses incurred by [REDACTED]. The alleged author, relocation specialist [REDACTED], was contacted and she verified the e-mail did not come from her office. (Exhibit 1)

In a follow-up conversation with [REDACTED] on February 14, 2011, he stated that [REDACTED] had not reported to work for approximately one week. [REDACTED] confirmed that he had received the faxed e-mail from Holiday Inn Express and provided a copy to USPS OIG Special Agent (SA) [REDACTED]. (Exhibit 2) Holiday Inn Express personnel confirmed that the hotel charges remained outstanding and [REDACTED] was no longer lodging there. [REDACTED] indicated that there may also be some travel card irregularities in that [REDACTED] Postal Service issued Citibank Visa (company card) was delinquent and had been suspended.

II. SYNOPSIS

This investigation revealed that [REDACTED] did not misuse her company card. She at no time used it for personal expenses or any unauthorized expenses. In fact, [REDACTED] incurred great personal hardship and expense to avoid improper use of the company card. The investigation reflected a series of oversights, misunderstandings and miscommunications that resulted in a delay in getting the company card transactions paid. Although [REDACTED] made multiple attempts to get assistance in clearing up her delinquent company card bill, she was unsuccessful in resolving the issue until May 2011. All travel vouchers to cover these outstanding lodging expenses have been submitted and approved for payment. Additionally [REDACTED] paid outstanding late fees associated with the account.

This investigation did confirm that [REDACTED] created an e-mail and provided it to Holiday Inn Express management appearing to be from Postal Service headquarters relocation personnel that falsely indicated that the postal service would pay for her outstanding hotel charges.

III. BACKGROUND/SUBJECT IDENTIFICATION

██████████ has worked for the Postal Service since July 1999. She started at the ██████████, P&DC and is currently an MDO at the ██████████, P&DC. ██████████ has no criminal history or disciplinary action on file.

IV. DETAILS

On February 14, 2011, ██████████ stated in a telephone conversation with SA ██████████ that she did not author the e-mail. She said that the account it appeared to be sent from is not one that has ever been used externally. She said it is for relocation agreements and is used only for Human Resources to track relocating employees. At SA ██████████ request, ██████████ reviewed ██████████ relocation benefits and relayed that they were approved by ██████████. ██████████ said ██████████ relocation benefits package authorized shipment of household goods, temporary quarters, advanced round trip, miscellaneous expenses and a lump sum for temporary housing. ██████████ e-mailed copies of the relocation documents to SA ██████████. These included: Request for Relocation Services (Exhibit 3); PS Form 178, Relocation Travel Order & Relocation Agreement (Exhibit 4); PS Form 8058, Request for Relocation Management Firm (RMF) Services (Exhibit 5); and an Expense Payment Status and Household Goods report. (Exhibits 6)

On February 15, 2011, SA ██████████ interviewed ██████████, Front Desk and Accounting Manager at the Holiday Inn Express, ██████████ regarding ██████████ stay. (Exhibit 7) ██████████ said ██████████ had stayed at the hotel from August 31, 2010 through January 22, 2011. ██████████ said ██████████ came with a good recommendation from a Holiday Inn in ██████████. She knew she was a relocating postal employee and had no reason not to trust ██████████. ██████████ said that she became concerned after a long period of time had elapsed with no payment. She said she began to inquire more aggressively of ██████████ in December and January. On January 14, 2011, ██████████ presented her with the e-mail that appeared to be from postal relocation personnel. ██████████ faxed the e-mail to the ██████████ P&DC for verification. ██████████ said she forced ██████████ to check out on January 22, 2011, for non-payment. ██████████ provided two running invoices detailing all the hotel charges and payments. (Exhibits 8 & 9)

A review of the Holiday Inn Express invoices revealed that on November 1, 2010, ██████████ paid \$1,100.00 toward her lodging using her personal Mastercard. She paid \$661.54 on January 5, 2011, and \$201.00 on January 20, 2011. Additional charges of

\$1,258.46 were applied to her personal card on February 4, 2011. According to the two invoices, [REDACTED] has paid a total of \$3,221.00 toward the Holiday Inn Express charges.

On March 4, 2011, SA [REDACTED] and Postal Inspector (PI) [REDACTED] interviewed [REDACTED] at the [REDACTED] office of the U. S. Postal Inspection Service. (Exhibit 10, 10A) During the interview [REDACTED] admitted to authoring the misleading e-mail, but stressed that she was not trying to cause a problem or duck out without paying the hotel bill. She explained that she had a series of stressful events that caused her finances to get depleted including having to pay for relocation up front with delayed reimbursement, an ugly divorce, and identity theft. With all the stress of relocating, trying to do her new job and dealing with her personal situation, she became overwhelmed and lagged behind financially. [REDACTED] said she had her car repossessed recently. She added that she was currently homeless and staying with some friends in [REDACTED], WV. [REDACTED] said she intended to repay the Holiday Inn fully.

Regarding company card irregularities, [REDACTED] insisted that she was not reimbursed for hotel charges for which she used her company card while on her detail in [REDACTED]. She said she had never had a company card before and previously used her own credit card for hotel charges. She did not know how to complete the voucher in e-travel using the company card transactions. [REDACTED] said she attempted to get several people to assist her in completing her travel vouchers. She realized her account was delinquent and had been suspended, but she did not misuse the card for personal expenses or anything unauthorized. [REDACTED] volunteered to provide her bank records and any other documentation that would be helpful in clearing up the matter.

SA [REDACTED] reviewed all [REDACTED] travel vouchers, hotel bills and credit union statements from December 2009 to the present. [REDACTED] was detailed to a supervisory position in [REDACTED], from December 2009 through June 2010. From the beginning of her assignment through April 18, 2010, [REDACTED] charged all her expenses, including lodging, to her personal credit card, and was reimbursed appropriately. [REDACTED] utilized her own funds during this period because she did not have a Postal Service issued company card. In an e-mail sent February 23, 2010, Plant Manager Secretary [REDACTED], urges Finance Specialist [REDACTED] to issue a company card to [REDACTED] so her expenses could be handled appropriately. According to [REDACTED] had previously applied for a company card more than once. (Exhibit 11)

After XXXXX received her company card, ending in 9848, she began using it for lodging. The first time period covered April 11-April 18, 2010, in the amount of \$638.40. (Exhibit 12) The next period covered April 19 – May 30, 2010, in the amount of

\$3,271.80. (Exhibit 13) The final period in which she used the card covered June 1 – June 18, 2010, in the amount of \$1,531.02. (Exhibit 14)

█████ submitted a travel voucher May 9, 2010, covering the following periods: April 11- May 9, 2010, which included per diem and mileage only in the amount of \$1,503.50. (Exhibit 15) The voucher was approved by OIC █████ on May 19, 2010. A deposit for \$1,503.50 was made to █████ credit union account on May 24, 2010. (Exhibit 16)

█████ submitted another travel voucher June 28, 2010, covering May 10-June 19, 2010, which also included per diem and mileage only in the amount of \$2,191.00. (Exhibit 17) The voucher was approved by █████ on June 28, 2010. A deposit of \$2,191.00 was deposited into █████ credit union account on June 30, 2010. (See Exhibit 16) An examination of █████ credit union account reflects no additional deposits for hotel expenses during this timeframe.

[Agents note: Previous and subsequent payments that correlate with other appropriately filed/paid travel vouchers appear on █████ credit union statements. These vouchers and statements can be provided for additional analysis if needed. However, it is not necessary to include them in the scope of this report as they do not relate directly to the charges in question.]

A printout of all █████ company card statements were provided to SA █████ by Finance Specialist Judy █████ on March 23, 2011. (Exhibit 18) The statements reflect hotel charges corresponding to the three amounts reflected in the hotel invoices. (See Exhibits 12, 13 and 14) Additional late fees are posted in the amounts of \$15.96 and \$97.75.

On May 12, 2011, █████ met with SA █████ to analyze the charges on e-travel. (Exhibit 23) The company card statements remaining in the system for \$3,271.80 and \$1,531.02 correlated directly to the outstanding hotel bills. The charge for \$638.40 was no longer listed on the company card transactions list. █████ explained that the \$638.40 charge had "disappeared" during one of her previous attempts to complete the vouchers.

█████ prepared and submitted travel vouchers for each of the outstanding amounts. Each voucher was submitted to and approved by █████ District Finance Manager █████ (Exhibits 19, 20, 21)

Together █████ and SA █████ contacted the payment department of Citibank to confirm the total payment amount. After calculating the amount of the vouchers and the late fees, it was determined that █████ would owe \$113.71, to zero out the balance.

This amount was equal to the late fee charges displayed on the Citicard statements. (See Exhibit 18) On May 12, 2011, [REDACTED] purchased, prepared and sent a money order in that amount to Citicard. (Exhibit 22)

While [REDACTED] and SA [REDACTED] worked on the outstanding vouchers, [REDACTED] reiterated that she had never had any training or instruction of any kind on how to properly voucher expenses from the company card transaction list. (see Exhibit 23) [REDACTED] said she thought at first, somehow, the company card was automatically paid. [REDACTED] said she was confused on how to populate the vouchers with the company card transactions and no one seemed to be able to help her. [REDACTED] said she quit using her company card when she was unable to resolve the issue. She used her personal card to fund subsequent training in August 2010, to avoid getting in trouble. [REDACTED] became aware that her card was delinquent and tried to get help from several people including Plant Manager Secretary [REDACTED] ([REDACTED]), Plant Manager Secretary [REDACTED] ([REDACTED]), and Lead MDO [REDACTED] among others. She said she was not blaming anyone, but something else always came up and took priority.

SA [REDACTED] confirmed with [REDACTED] and [REDACTED] in telephone conversations that each had attempted to assist [REDACTED] with her travel card matters within the past year.

[REDACTED] provided an e-mail sent in February 2010 (see Exhibit 11) indicating that [REDACTED] had been using her own debit card to cover the expenses of her detail to the [REDACTED] P&DC. [REDACTED] was trying to facilitate the issuance of a Citicard to [REDACTED] to cover her expenses. [REDACTED] said this was the only involvement she had with [REDACTED] travel.

[REDACTED] confirmed that she had attempted to help [REDACTED] straighten out her company card issues at the instruction of [REDACTED]. She said this possibly occurred in November of 2010. [REDACTED] said that she had gone out on emergency sick leave around that same period of time. She said that may explain why they had not been able to completely address the issue and get it resolved.

[REDACTED] confirmed that he had tried to assist [REDACTED] with her voucher earlier this year. When they sat down together to go through the charges, [REDACTED] said they couldn't figure it out and were never able to get to the bottom of it. [REDACTED] said it looked to him like [REDACTED] had neither submitted claims for lodging, nor had she been reimbursed for lodging. However, he said that he recalled [REDACTED] had previously advised that lodging had been paid to [REDACTED].

On May 17, 2011, SA [REDACTED] spoke with [REDACTED] via telephone to confirm the timeline regarding her relocation from Troutville to Charleston. (Exhibit 24) [REDACTED] said when she was offered the job she advised now-retired Lead MDO [REDACTED] that she could not take the job unless the Postal Service paid relocation expenses. [REDACTED] said she had moved from Columbus to Roanoke years ago and voluntarily paid for expenses, so she had never been through the relocation process before. She said [REDACTED] told her that relocation would be approved and all she had to do was complete the appropriate forms. [REDACTED] said she faxed the completed forms from Troutville to Charleston P&DC on August 2, 2010. [REDACTED] told her that her relocation funds would come within a week or two of submission. [REDACTED] effective date to report to Charleston was August 14, 2010; however, she did not report because she did not receive relocation funds. [REDACTED] said she waited for someone to contact her, but she was not contacted. [REDACTED] said she re-faxed her forms at least once, maybe twice more. [REDACTED] reported to Charleston on September 4, 2010, as instructed by [REDACTED]. By September 29th, [REDACTED] discovered the documents still had not been submitted. [REDACTED] signed the forms and [REDACTED] said she faxed them on September 29, 2010.

A review of relocation records confirmed [REDACTED] recounting of her relocation timeline: Request for Relocation Services (see Exhibit 3); PS Form 178, Relocation Travel Order & Relocation Agreement (see Exhibit 4); and PS Form 8058, Request for Relocation Management Firm (RMF) Services (see Exhibit 5) were delayed and not completed until September 29, 2010. The Request for Relocation Services form indicates that [REDACTED] effective date of transfer was August 14, 2010. A handwritten notation next to an asterisk at the top of the page says "Expedite." The PS Form 178, Relocation Travel Order & Relocation Agreement was signed by [REDACTED] on August 2, 2010. A handwritten notation on the bottom right side of this form indicates it was received at postal headquarters on 9/29. The same notation is shown on the bottom right side of PS Form 8058, Request for Relocation Management Firm (RMF) Services.

Examination of the fax cover sheet (Exhibit 25) and the fax headers indicate that PS Forms 178 and 8058 were faxed on September 29, 2011, by [REDACTED] from the Charleston P&DC. The Request for Relocation Services worksheet completed by relocation consultant [REDACTED] [REDACTED] was also completed September 29, 2011.

According to the relocation printout (see Exhibit 6) she did not receive her lump sum of \$4,310.53 for housing until October 19, 2010. [REDACTED] did not receive her miscellaneous expense funds of \$2,442.51 until October 27, 2010. And although authorized, [REDACTED] did not get an advance round trip to look for housing.

During the course of the investigation, SA [REDACTED] requested the USPS OIG Computer Crimes Unit (CCU) to conduct a remote analysis of [REDACTED] computer.

usage. [REDACTED] computer was examined for any misconduct in the form of internet misuse, indications of travel abuses or e-mails indicating inappropriate use of postal equipment, funds or systems. There was no indication whatsoever of any inappropriate computer use by [REDACTED].

V. EXHIBITS

1. [Case Initiation](#)
2. [Email – 1-14-2011](#)
3. [Request for Relocation Services](#)
4. [PS Form 178](#)
5. [PS 8058](#)
6. [Expense Payment Status Report](#)
7. [MOI-\[REDACTED\], 2-15-2011](#)
8. [Holiday Inn Invoice - No. 1](#)
9. [Holiday Inn Invoice - No. 2](#)
10. [\[REDACTED\] MOI 3-4-2011](#)
 - a. [Garrity](#)
11. [\[REDACTED\] email, 2-2010](#)
12. [Invoice 4-19-2010](#)
13. [Invoice 5-31-2010](#)
14. [Invoice 6-19-2010](#)
15. [Travel Voucher 5-9-2010](#)
16. [Credit Union Statement](#)
17. [Travel Voucher 6-28-2010](#)
18. [Company Card Statements](#)
19. [Travel Voucher \\$638.40](#)
20. [Travel Voucher - \\$3,271.80](#)
21. [Travel Voucher \\$1,531.02](#)
22. [Money Order - \\$113.71](#)
23. [MOI - \[REDACTED\] - 5/12/2011](#)
24. [\[REDACTED\] Telephone Interview 5-17-2011](#)
25. [Fax Cover Sheet 9-20-2010](#)



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
NORTHEAST AREA FIELD OFFICE
PO BOX 11800
NEW BRUNSWICK, NJ 08906-1800**

CASE #: 11UICS0131FF03FF

CROSS REFERENCE #:

TITLE: ACTIVE FIELD SHOP
KAGAWA

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 7, 2010 TO February 22, 2011

STATUS OF CASE: Closed - Not Referred

JOINT AGENCIES:

DISTRIBUTION:

PREPARED BY: Dan Min

DATE: February
22, 2011

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On September 27, 2010, RA received a phone call from Jan Coda ("Coda"), Window Clerk at Ironia Post Office, 389 Dover Chester Road, Ironia, NJ 07845. Coda stated that on August 21, 2010, a fraudulent charge of \$ 1,176.98 was made on Coda's Postal credit card to a company in Kagawa, Japan named "Active Field Shop." Coda further stated that OIC Jean Marie Vitta ("Vitta") of Ironia Post Office and Coda were the only Postal employees with access to the above mentioned Postal credit card. The charge of \$ 1,176.98 was made on August 21, 2010 and Coda was away from Ironia Post Office on vacation from August 19, 2010 to August 29, 2010. When Coda noticed the \$ 1,176.98 charge on her Postal credit card bill, Coda asked OIC Vitta if she made any purchases from Active Field Shop and OIC Vitta denied making the purchase.

II. SYNOPSIS

Investigation into fraudulent charges on Coda's Postal credit card revealed that Coda and Vitta had nothing to do with the fraudulent charges. Furthermore, there is no evidence of any other Postal employee being involved with fraudulent charges on Coda's Postal credit card. Coda cancelled the Postal credit card in question and this case should be closed with no action.

III. BACKGROUND/SUBJECT IDENTIFICATION

Coda, EID 01815054, is a window clerk at Ironia Post Office, 389 Dover Chester Road, Ironia, NJ 07845

IV. DETAILS

After speaking to Coda on the telephone, RA asked Coda to email all that happened with Coda's Postal credit card. Coda emailed RA and on the email, Coda stated that her Postal Credit card was to be used for purchases for the Ironia Post Office that could not be satisfied by the e-buy system. On September 26, 2010, Coda received a credit card statement from the bank and that is the first time that Coda realized a charge of \$ 1,176.98 from Active Field Shop. Coda called the credit card fraud department and was informed that the purchase was made by Coda's credit card from a company in Japan. The credit card fraud department told Coda that besides the Active Field Shop

purchase, there were also attempts to purchase items from "Divine Eyeware" for \$ 76 and "The John Finn Group" for \$ 26. OIC Villa denied making these purchases with Coda's Postal credit card. [Exhibit 1]

RA contacted Fraud Analyst Tiffany Herrera ("Herrera") at US Bank regarding Coda's Postal credit card purchases. Herrera stated per email that charges incurred on Coda's credit card to "Divine Eyeware" and "The John Finn Group" were reversed and no charges would show. Herrera further stated that "The Active Field Shop" charge was credited back also. Herrera stated why the charges were credited back to Coda's credit card would be a question for the merchant. [Exhibit 2]

RA asked Coda to confirm the credit of \$ 1,176.98 to Coda's Postal credit card and Coda sent copies of her credit card statements to confirm the credit of \$ 1,176.98. [Exhibit 3]

RA reached out to "Divine Eyeware" at 949-548-9379 and spoke with Carrie at Divine Eyeware. Carrie stated over the telephone that credit card thieves has a program that spits out credit card numbers and the thieves utilizing these credit card numbers try to ship merchandise to various addresses before trying to purchase a big item. Carrie stated that Divine Eyeware initially did not even get to see Coda's credit card transaction for approval because the credit card company saw that the purchaser's name did not match the card holder's name and cancelled the sale. Carrie faxed to RA the August 27, 2010 charge for \$ 76 to Coda's credit card that did not go through. The buyer listed for this purchase is "Mark Ferguson, 24th Hermosa St, G6R, Tokyo, Edo 85772 JP. [Exhibit 4]

RA could not locate "The John Finn Group."

RA contacted Interpol and asked if Interpol could contact Active Field Shop in Kagawa Japan regarding charge of \$ 1,176.98 to Coda's Postal credit card. [Exhibit 5] On February 8, 2011, Interpol Washington emailed RA. Interpol Tokyo sent a reply to Interpol Washington on January 25, 2011 stating that "Active Field Shop" is a company exclusively existing on the internet. They sell Oakley brand sports glasses. The administrator of Active Field Shop is Mr. Hironobu Tada, address: 1-10-1, Ban-Cho, Takamatsu-City, Kagawa, 760-0017, Japan. Contact number: 81-90-3185-3152. Email: tadah@pop-community.com. On or around August 21, 2010, "Yoyok Suryo" ordered various Oakley sports glasses through the internet over and over again. Administrator of Active Field Shop website (Rakuten Bank) felt suspicious and warned Mr. Hironobu Tada. Based upon the warning, Mr. Tada refused the orders and did not send the various Oakley sports glasses to Yoyok Suryo. Yoyok Suryo's address is

listed as "Indonesia, Jawa, Timour, Kediri Bandar Lor 99.3 no 26, RT24RW4, Kec. Mojoroto, Kediri 64114" [Exhibit 6]

V. EXHIBITS

1. [Sep 27, 2010 email from Jan Coda to RA.pdf](#)
2. [email from Fraud Analyst Tiffany Herrera US Bank to RA.pdf](#)
3. [letter from Jan Coda to RA confirming credit of \\$ 1,176.98.pdf](#)
4. [fax from Divine Eyeware.pdf](#)
5. [letter to Interpol oct 25, 2010.doc](#)
6. [email from Interpol Washington Feb 8, 2011 to RA.pdf](#)



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UICU2438FF03FF

CROSS REFERENCE #:

**TITLE: UNAUTHORIZED USE OF
GOVERNMENT CREDIT CARD,**

[REDACTED]

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM 4/21/11 TO 9/26/11

STATUS OF CASE: CLOSED INVESTIGATION

SUMMARY OF INVESTIGATIVE ACTIVITY:

On April 21, 2011, the Office of Inspector General (OIG) received information from United States Postal Service (USPS) employee [REDACTED] regarding the unauthorized use of a government credit card. [REDACTED] stated the card had been charged on multiple occasions without authorization in/or around February 2011. [REDACTED] stated the physical card has been kept in her desk at the [REDACTED] Processing and Distribution Center except when used to make government purchases.

Interview of [REDACTED]:

On April 21, 2011, the reporting agent (RA) telephonically interviewed [REDACTED] P&DC Maintenance Support Clerk [REDACTED] regarding information pertaining to unauthorized purchases made with a USPS credit card. [REDACTED] stated that she was initially contacted by U.S. Bank when the bank became aware of these

purchases. [REDACTED] stated the credit card had been used to make three purchases "XBOX" and that multiple charges after that were attempted but stopped by U.S. Bank.

[REDACTED] described the credit card as a U.S. Bank credit card, used to make USPS maintenance purchases. [REDACTED] stated the card number ends with [REDACTED] provided a Cardholder Statement of Account for the credit card ending [REDACTED] detailing the unauthorized purchases. Review of the document showed the following unauthorized charges:

February 13, 2011

Microsoft XBOX Live Bill XBOX.com - \$49.99

Microsoft XBOX Live Bill XBOX.com - \$74.99

Microsoft XBOX Live Bill XBOX.com - \$74.99

[REDACTED] advised the RA that several similar transactions were attempted but they were stopped by U.S. Bank.

[REDACTED] stated the physical credit card is kept in her desk drawer, located in Maintenance Control room number 1128 at the [REDACTED] P&DC, [REDACTED] [REDACTED] stated that the desk drawer is not always locked because the office is in a secure location. [REDACTED] stated the card only leaves the building to make approved work purchases.

On June 13, 2011, the RA serviced a subpoena duces tecum to Microsoft Corporation, Custodian of Records, via facsimile to obtain transaction information regarding a Postal Service credit card.

On June 16, 2011, the RA received requested subpoena information from Microsoft Criminal Compliance Manager [REDACTED] regarding Microsoft Xbox transactions involving a Postal Service credit card [REDACTED] advised the RA that a court order would be required to obtain transaction information pertaining to the purchases made with the credit card.

The RA will recommend to the cardholder that the card be cancelled and reissued in order to prevent further unauthorized charges.

This case is being closed to pursue leads that can result in a greater financial impact.

PREPARED BY: SPECIAL AGENT [REDACTED]

DATE: 9/26/11



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

WESTERN AREA FIELD OFFICE
10375 PARK MEADOWS DR.
SUITE 200
LONE TREE, CO 80124-6736

CASE #: 11UIDE0632FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM December 2, 2010 TO January 3, 2011

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED] Area 8 Manager Post Office Operations, [REDACTED] District
[REDACTED] District Manager, [REDACTED] District
[REDACTED] A/Manager Labor Relations, [REDACTED] District
[REDACTED] A/Manager Human Resources, [REDACTED] District
[REDACTED] Associate General Counsel/Chief Ethics Officer U.S. Postal Service

PREPARED BY: SA [REDACTED]

DATE: 01/03/11

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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- III. BACKGROUND/SUBJECT IDENTIFICATION
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- V. EXHIBITS

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

I. PREDICATION

This investigation was initiated after the U.S. Postal Service Office of Inspector General (OIG) received information alleging [REDACTED] Postmaster [REDACTED] [REDACTED] falsified an official travel voucher.

II. SYNOPSIS

This investigation determined that [REDACTED] paid his employee with a personal check for the employee's travel claim then [REDACTED] misrepresented the claim as his own and inflated the expense in a personal travel claim that he filed in eTravel. In an interview with OIG agents [REDACTED] said [REDACTED] Distribution Clerk, [REDACTED] Post Office, recovered missent Priority and First Class Mail from the [REDACTED] Post Office and returned it to the [REDACTED] Post Office, which would be approximately 56 miles. He said he then had to deliver the mail to his customers and rather than submit two separate travel vouchers, he wrote [REDACTED] a personal check for \$28.00 for her mileage then submitted a travel voucher to be reimbursed for the \$28.00 plus additional mileage for delivering the mail.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] is the Postmaster at the [REDACTED] Post Office. He has been employed by the U.S. Postal Service (USPS) since July 21, 1973.

IV. DETAILS

Allegation 1:

[REDACTED] falsified an official travel voucher.

Allegation 1 Findings:

On July 21, 2010, [REDACTED] received an email from [REDACTED], [REDACTED] District, Area 8 Manager Post Office Operations (MPOO) regarding Priority and First Class Mail that arrived in [REDACTED] and needed to be picked up and delivered to customers residing in [REDACTED] (Exhibit 1).

On July 22, 2010, [REDACTED] submitted a USPS etravel claim for reimbursement for 73 miles, which equates to \$36.50, for the "rescue of late arriving Priority mail from [REDACTED]" (Exhibit 2).

On July 28, 2010, [REDACTED] received confirmation of payment of \$36.50 from the USPS. On the same day [REDACTED] wrote [REDACTED] Distribution Clerk, [REDACTED] Post Office, a personal check for \$28.00 indicating it was for "mileage" (Exhibit 3).

On November 11, 2010, Special Agent (SA) [REDACTED] of the OIG interviewed [REDACTED] regarding the recovery of the missent mail from the [REDACTED] Post Office and the subsequent reimbursement for mileage driven. [REDACTED] said that on July 21, 2010, [REDACTED] received an email from [REDACTED] directing him to "rescue" from the [REDACTED] Post Office, missent Priority and First Class Mail. [REDACTED] said that [REDACTED] sent her to recover the mail from [REDACTED] and return it to [REDACTED]. She said that when she returned from the trip to [REDACTED] she submitted 56 miles for reimbursement which equates to \$28.00. [REDACTED] claimed [REDACTED] told her he would write her a personal check for the mileage because it "was easier" and then submit a travel voucher to be reimbursed his expense. [REDACTED] said that [REDACTED] then submitted an official eTravel voucher and was reimbursed \$36.50. [REDACTED] said [REDACTED] wrote her a check for \$28.00 but she did not cash it because she thought it was wrong. She advised that she had documentation to support her allegation and would mail it to SA [REDACTED] (Exhibit 4).

On November 22, 2010, SA [REDACTED] received the documentation [REDACTED] mentioned in her interview indicating she travelled to [REDACTED], on July 21, 2010, and collected the Priority and First Class Mail that was mis-sent and returned it to the [REDACTED] Post Office. [REDACTED] claimed the round trip from [REDACTED] to [REDACTED] and back was 56 miles for which she was entitled to \$28.00 reimbursement (Exhibit 5).

On December 10, 2010, SA [REDACTED] and SA [REDACTED] of the OIG interviewed [REDACTED] regarding the discrepancy in the miles claimed by [REDACTED] and the miles claimed by [REDACTED] and why he wrote a personal check to [REDACTED] for the mileage. Prior to the interview [REDACTED] was read his Garrity Rights. He acknowledged that he understood his rights and signed the Acknowledgement of Rights form provided (Exhibit 6). [REDACTED] did not request union representation. [REDACTED] stated he couldn't remember the circumstances behind the payment to [REDACTED] and the difference in his travel voucher. SAs then told [REDACTED] the voucher was in relation to travel to the [REDACTED] Post Office to recover Priority and First Class Mail destined for [REDACTED]. [REDACTED] said [REDACTED] was sent to [REDACTED] to pick up the mail and claimed the trip was 56 miles round-trip.

██████ was asked why he submitted a travel voucher claiming 73 miles and a reimbursement of \$36.50, but wrote a personal check to ██████ for \$28.00 (56 miles). ██████ said "I don't know. It could be a combination of her picking up in ██████ and me delivering the packages because all the carriers were on their routes and ██████ wouldn't do it". When asked why he and ██████ did not submit separate travel vouchers, he responded "I don't know I'm not sure if she has eTravel". He said the only reason he could think of was that it was easier to write her a check and then submit one travel voucher (**Exhibit 7**).

At the conclusion of the interview, ██████ provided a sworn written statement (**Exhibit 8**).

V. EXHIBITS

1. Email from ██████, Area 8 MPOO, ██████ District - 072110
2. ██████ - eTravel voucher - 072210
3. Personal check written to ██████ from ██████ for mileage on 072110
4. MOI - ██████ - 122910
5. Handwritten note from PTF Clerk ██████ regarding mileage - 072110
6. Garrity - ██████ - 121010
7. MOI - ██████ - 121010
8. ██████ - sworn written statement - 121010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
GREAT LAKES AREA FIELD OFFICE
433 W. HARRISON STREET, SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 11UIDT0853FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM December 1, 2010 TO January 4, 2011

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 1/04/11

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RESTRICTED INFORMATION

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I. PREDICATION

This case was initiated based on information received from [REDACTED] Vehicle Maintenance Facility (VMF) Supervisor, Vehicle Maintenance [REDACTED] on December 2, 2010. [REDACTED] provided information regarding purchases made by General Clerk [REDACTED] said he found a receipt for the purchase of struts for a 1997 Pontiac Grand Prix. [REDACTED] advised that there was not a 1997 Grand Prix assigned to the [REDACTED] VMF. [REDACTED] personal vehicle was a Grand Prix. [REDACTED] stated the purchase was made with a Post Office issued IMPAC Visa card that was assigned to [REDACTED]

[REDACTED]

II. SYNOPSIS

The investigation determined that [REDACTED] used her position as a General Clerk at the [REDACTED] VMF to fraudulently obtain parts for her personal 1997 Pontiac Grand Prix. [REDACTED] used her assigned Postal IMPAC credit card to order parts from AutoZone for her 1997 Pontiac Grand Prix.

On December 10, 2010, [REDACTED] was interviewed. During the interview, [REDACTED]

[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] is a General Clerk assigned to the [REDACTED] Vehicle Maintenance Facility (VMF). The [REDACTED] VMF is located at [REDACTED]. [REDACTED] has been a postal employee [REDACTED] has been detailed to her current position for approximately [REDACTED].

IV. DETAILS

On December 1, 2010, Supervisor, Vehicle Maintenance [REDACTED]

[REDACTED] These receipts were dated June 5, 2010 for \$89.58; August 16, 2010 for \$51.99; and November 23, 2010 for \$292.78 (Exhibits 1-3). All three receipts [REDACTED] provided were purchased with the postal IMPAC card ending in [REDACTED] which was assigned to [REDACTED] (Exhibit 4). In addition, one of the receipts had [REDACTED] signature printed on it and another receipt had "ATT: [REDACTED]" written at the top of the receipt.

Attached as Exhibits 5-7, are copies of the Delegation of Authority, (for purchases made through the IMPAC Visa credit card); Certificate of Completion Smartpay Purchase Card Web-based Training; and the Cardholder Accountability Acknowledgment form, signed by [REDACTED].

On December 10, 2010, [REDACTED] was interviewed by OIG agents [REDACTED]. Prior to any questioning [REDACTED] was advised of her Garrity Rights. [REDACTED] acknowledged understanding each of these rights and agreed to answer questions (Exhibit 8).

[REDACTED]

[REDACTED]

The receipt indicated payment was made with the USPS IMPAC card ending in [REDACTED] which was assigned to [REDACTED] admitted [REDACTED]

██████████ was then shown a second receipt from AutoZone dated August 16, 2010. This receipt also indicated the payment was made with the USPS IMPAC card ending in ██████████ which was assigned to ██████████, however correction fluid had been placed over the vehicle type on the receipt so that the vehicle type could not be read easily. The parts purchased on this receipt were also for a 1997 Pontiac Grand Prix. A third receipt from AutoZone dated November 23, 2010 was also shown to ██████████. This receipt also indicated the payment was made with the USPS IMPAC card ending in ██████████ which is assigned to ██████████ for parts for a 1998 Pontiac Grand Prix. At the top of this receipt "ATT: ██████████" was handwritten.

[REDACTED]

[REDACTED]

A copy of the Memorandum of Interview (MOI) with [REDACTED] is attached as Exhibit 10.

V. EXHIBITS

1. Copy, receipt from AutoZone dated June 5, 2010 in the amount of \$89.58.

2. Copy, receipt from AutoZone dated August 16, 2010 in the amount of \$51.99.
3. Copy, receipt from AutoZone dated November 23, 2010 in the amount of \$292.78.
4. Copy, Postal issued IMPAC Visa card assigned to [REDACTED]
5. Copy, training record Delegation of Authority dated February 22, 2008.
6. Copy, training record Certificate of Completion Smartpay Purchase Card Web-based Training dated June 12, 2009.
7. Copy, training record Cardholder Accountability Acknowledgment form, signed by [REDACTED]
8. Copy, Acknowledgement of Rights, Garrity, provided to [REDACTED] on December 10, 2010.
9. Copy, handwritten sworn statement, provided by [REDACTED] on December 10, 2010.
10. Copy, Memorandum of Interview, dated December 10, 2010.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
GREAT LAKES AREA FIELD OFFICE
433 W. HARRISON STREET, SUITE 4000
CHICAGO, IL 60699-4000**

CASE #: 11UIDT2048FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM February 14, 2011 TO August 25, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:
NONE

DISTRIBUTION:

[REDACTED], OFFICER-IN CHARGE, [REDACTED]
[REDACTED], MANAGER, LABOR RELATIONS, [REDACTED] DISTRICT
[REDACTED], DISTRICT MANAGER, [REDACTED] DISTRICT
[REDACTED], HUMAN RESOURCES, [REDACTED] DISTRICT
[REDACTED], POST OFFICE OPERATIONS, [REDACTED] DISTRICT
[REDACTED], MANAGER, FINANCE, [REDACTED] DISTRICT

PREPARED BY: SA [REDACTED]

DATE: 8/25/2011

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I. PREDICATION

This case was initiated based on information received from Acting [REDACTED] Postmaster [REDACTED]. [REDACTED] advised agents that Customer Service Supervisor [REDACTED] utilizes his personal vehicle to conduct carrier observations and on occasion also delivers Express Mail. [REDACTED] reported [REDACTED] is away from the office on a daily basis for at least 3 hours; however [REDACTED] has only been turning in 5-10 carrier observation documents per week. [REDACTED] stated the mileage reimbursements [REDACTED] has requested through eTravel have averaged approximately \$300 per month and do not seem to correlate to the number of documented carrier observations he has reported. [REDACTED] was suspicious [REDACTED] may be submitting false mileage reimbursement vouchers in order to supplement his income. Samples of [REDACTED] eTravel vouchers were provided for review.

II. SYNOPSIS

The investigation determined that Customer Service Supervisor, [REDACTED], falsified his eTravel voucher submissions by overstating the number of miles he drove and reported for reimbursement. [REDACTED] used his personally owned vehicle to conduct carrier observations, deliver Express Mail and respond to vehicle breakdowns.

On August 12, 2011, [REDACTED] was interviewed. During the interview [REDACTED] admitted to falsifying the mileage on his eTravel report. [REDACTED] stated that for the last one and one half years he would routinely inflate the number of miles he drove his personal vehicle on his eTravel voucher reports. [REDACTED] estimated that he had "rounded up" no more than 100 miles per month, over what the actual mileage should have been.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] is a Supervisor, Customer Service assigned to the [REDACTED] Carrier Annex. The [REDACTED] carrier Annex is located at [REDACTED]. [REDACTED] has been a postal employee since May 23, 1987.

IV. DETAILS

On February 14, 2011, Officer-in-Charge [REDACTED] reported that Supervisor, Customer Service [REDACTED] had the largest amount of mileage reimbursement claims in eTravel for the entire district. [REDACTED] also reported [REDACTED] has only been

turning in 5 to 10 carrier observation documents per week. [REDACTED] believed [REDACTED] may be submitting false mileage reimbursement vouchers in order to supplement his income.

After seeking legal counsel guidance and approval, a Global Positioning System (GPS) device was placed onto [REDACTED] vehicle. Observations were conducted on April 20, 2011, and later compared to GPS data, along with eTravel submissions made by [REDACTED]. The review determined [REDACTED] overstated his mileage by 20 miles on that date. Additional dates were identified with mileage reimbursement discrepancies, however due to a computer hard drive failure; the GPS data could not be recovered. However, notes from the initial review of data were made and are available.

On August 12, 2011, [REDACTED] was interviewed by OIG agents [REDACTED] and [REDACTED]. Prior to the interview SAs identified themselves to [REDACTED] and advised him of his rights via USPS OIG Garrity Rights Warnings form. [REDACTED] acknowledged he understood his rights, signed the form and agreed to be interviewed (Exhibit 1).

[REDACTED] stated that due to an injury he sustained in [REDACTED] he was unable to use postal vehicles in order to conduct carrier observations, deliver Express Mail or respond to vehicle breakdowns. [REDACTED] stated that due to this injury, his doctor instructed him to drive his own vehicle when conducting these activities. [REDACTED] added that he supervised 33 carrier delivery routes and Waterford was approximately 37 miles long.

[REDACTED] initially stated that when he used his vehicle while on official duties, he would re-set the trip odometer to zero and when he returned to the office he recorded the mileage on his calendar.

[REDACTED] was asked specifically about the 20 miles he reported he traveled in eTravel on Wednesday April 20, 2011. [REDACTED] was informed agents followed him on this day and witnessed him leaving early for a personal doctor's appointment. [REDACTED] stated that he probably made a mistake that day and it was unintentional.

[REDACTED] was then asked about the 25 miles he reported in eTravel on April 19, 2011. [REDACTED] was informed on that day that he drove his vehicle to a retail store, then to lunch; and then returned to the Carrier Annex. [REDACTED] replied that he did not always write the mileage down like he should and he had to estimate the miles he had driven on certain days. [REDACTED] added the days he did not write down his mileage he probably estimated too high. [REDACTED] stated he had not yet written anything down on his log for the current week as it had been a very busy week.

█████ stated that he was a hard worker and that he never took more than his allotted hour for lunch. █████ said he had on occasion entered extra miles on his eTravel report because of the expense to his vehicle. █████ cited that due to the cost of fuel and that he currently had to replace the brakes on his vehicle, he would add up to 5 miles on his reported mileage submission on days he utilized his own vehicle.

█████ advised he "rounded up" no more than 100 miles a month over what the actual mileage should have been. █████ further stated he estimated he had been adding to his mileage for approximately the past one and one half years. █████ stated he would be willing to pay back to the USPS the "rounded up" amount of approximately \$918.00 if asked.

A copy of the Memorandum of Interview (MOI) with █████ is attached as Exhibit 2.

V. EXHIBITS

1. Copy, Acknowledgement of Rights, Garrity, provided to █████ on August 12, 2011.
2. Copy, Memorandum of Interview, dated August 12, 2011.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
CAPITAL METRO AREA FIELD OFFICE
9201 EDGEWORTH DR.
SUITE 2030
CAPITOL HEIGHTS, MD 20790**

CASE #: 11UIGR0908FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM 12/30/2011 TO 04/19/2011

STATUS OF CASE: CLOSED/REFERRED TO AGENCY

SUMMARY OF INVESTIGATIVE ACTIVITY:

The OIG received an audit referral indicating Rural Carrier [REDACTED] of the [REDACTED] Post Office in [REDACTED] used his assigned government credit card for personal use. [REDACTED] took out cash advances and made other purchase without submitting travel vouchers for reimbursements totaling \$4,875.47. [REDACTED] made payments directly to Citibank totaling \$1,250. The account has been closed. An outstanding balance on this account is \$3,708.27.

The postal service is not a victim in this investigation as the outstanding balance belongs solely to [REDACTED] and is reflected on his personal credit. The reporting agent (RA) contacted [REDACTED], Station Manager of the [REDACTED] Post Office. [REDACTED] confirmed [REDACTED] was a rural carrier assigned to his office. The allegation is being transferred to [REDACTED] as an OIG criminal investigation into this matter is not warranted. A copy of the supporting documents provided by the OIG Audit Team will be transferred [REDACTED] for any administrative action deemed appropriate. This investigation is closed.

PREPARED BY: [REDACTED]

DATE: 04/19/2011

RESTRICTED INFORMATION

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**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
GREAT LAKES AREA FIELD OFFICE
433 W. HARRISON STREET, SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 11UIIN0134FF02FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 7, 2010 TO November 1, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED]

Manager, [REDACTED] District

Manager, Labor Relations, [REDACTED] District

PREPARED BY: SA [REDACTED]

DATE: 11/1/2010

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I. PREDICATION

Management believed [REDACTED] Postmaster, [REDACTED] had submitted e-Travel claims for mileage and per-diem for which she may not have been eligible to claim.

II. SYNOPSIS

Review of travel claims from August 2009 to July 2010 submitted by [REDACTED] for approval by [REDACTED] Post Office Operations Manager (POOM) Service Area Team (SAT) [REDACTED] (T) showed that the mileage claimed by [REDACTED] included mileage from her residence to her temporary duty stations. Review of the U. S. Postal Service's Travel Manual F-15 explains that mileage from an employee's residence to their permanent duty station should be deducted. (F-15 Section 7-1.1.1.3.d) [REDACTED] did not deduct the mileage from her residence to her permanent duty station from submitted travel claims.

Based on the approval given by [REDACTED] was able to leave from her residence and report to her detail and temporary duty assignment. Claims for per-diem submitted by [REDACTED] during the same time frame were authorized by [REDACTED]. [REDACTED] would have been eligible to claim 75% of the per-diem for the area at her detail and temporary duty assignment if her work hours exceeded 12 hours. [REDACTED] travel hours to and from her residence would count toward the hours worked. (F-15 7-4.1.1)

Based on review of the F-15, [REDACTED] would not be eligible to claim mileage for her current detail as SAT C POOM. The commute from [REDACTED] residence to her permanent duty station is greater than her commute from her permanent duty station to her temporary duty assignment, if the calculation for mileage is the same under regular travel as it is for local travel. (F-15 7-1.1.1.3.d) [REDACTED] may be able to claim per-diem if she was authorized to depart from her residence and her work hours exceeded 12 hours. [REDACTED] travel hours to and from her residence would count toward the hours worked. (F-15 7-4.1.1)

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed with the U.S. Postal Service since March 16, 1985.

Review of Detail Assignment Order (PS 1723) through the Time and Attendance Collection System (TACS) shows that [REDACTED] was on a detail from Customer Service Supervisor in [REDACTED] as Officer in Charge (OIC). [REDACTED] beginning on or about January 2, 2009 to March 12, 2010. On August 29, 2009, [REDACTED] was promoted from Supervisor of Customer Service, [REDACTED] to Postmaster of [REDACTED]. [REDACTED] was still detailed as the OIC of [REDACTED]. On February 13, 2010, [REDACTED] was promoted from Postmaster of [REDACTED] to Postmaster of [REDACTED]. [REDACTED] OIC detail to [REDACTED] ended on March 12, 2010. During [REDACTED] detail to OIC of [REDACTED], she was reporting to [REDACTED]. (Exhibit 1)

From March 13, 2010 to July 2, 2010, [REDACTED] served as the SAT T Gatekeeper and reported to [REDACTED]. (Exhibit 2) From July 3, 2010 to the present, [REDACTED] has been detailed as the SAT C POOM and reporting to [REDACTED] Manager, [REDACTED] District. (Exhibit 3)

IV. DETAILS

On or about September 22, 2010, Postal Management contacted the [REDACTED] Postal Office of Inspector General because they believed [REDACTED] had submitted claims for reimbursement which exceeded what was allowable during her details and temporary assignments under the F-15 guidelines. [REDACTED] had claimed mileage and per-diem during her detail and temporary assignments. Management began to question the previously submitted claims because [REDACTED] inquired about getting paid for her mileage and per-diem for the current temporary assignment as SAT C POOM.

The finance office forwarded an analysis of e-Travel submissions by [REDACTED] from the time [REDACTED] began her position as Postmaster, [REDACTED] on August 31, 2009 to July 9, 2010. Management had correctly shown distances from [REDACTED] residence to her permanent duty stations and deducted those miles from the miles [REDACTED] claimed she traveled to her detail and temporary assignments. The total overpayment of mileage reimbursement paid to [REDACTED] for that time period totaled \$7,176.95; the per-diem totaled \$7329.50. (Exhibits 4 and 5)

On September 24, 2010, District Manager [REDACTED] was interviewed regarding claims submitted by [REDACTED] for her current detail as SAT C POOM. [REDACTED] stated he was not authorizing per-diem for [REDACTED] travel unless an overnight stay was approved and he was not authorizing payment for mileage from [REDACTED] residence to her temporary duty station as the miles from her residence to her permanent duty station were more than from her residence to her temporary duty

station. [REDACTED] was authorized to travel from her home to her temporary duty assignment and pick up a postal vehicle to travel wherever she needed. (Exhibit 6)

On September 24, 2010, [REDACTED] Manager, Program Operations was interviewed concerning travel discussions she had with [REDACTED]. [REDACTED] stated she spoke to [REDACTED] concerning travel and told her she would not be able to claim the mileage or park a car in [REDACTED] to drive back and forth. [REDACTED] stated she was concerned about [REDACTED] continuing to question the information she had provided to her and had another meeting with [REDACTED] to make sure she was clear on what she was entitled to claim while in her detail as SAT C POOM. (Exhibit 7)

On October 6, 2010, [REDACTED] was interviewed concerning her approval of the e-travel submissions made by [REDACTED]. [REDACTED] stated she was the sole approver and had never delegated the approval authority to anyone or allowed anyone to utilize her approval identification for e-Travel. [REDACTED] stated she had authorized [REDACTED] to claim per-diem during her detail as OIC and during her temporary assignment as SAT T Gatekeeper. [REDACTED] stated she believed she was basing what she was approving for [REDACTED] on her past experience and information she received from the League of Postmasters. [REDACTED] stated she had never received any formal e-Travel training and did not reference the F-15 for guidance. (Exhibit 8)

On October 7, 2010, [REDACTED] was interviewed regarding her e-Travel submissions for mileage reimbursement and per-diem for the time she was on detail and temporary assignment. [REDACTED] stated she felt she was entitled to the claims, but District has their own interpretation and so she is currently abiding by what District says and eating the costs personally for her current detail. [REDACTED] stated that [REDACTED] was willing to pay the mileage and the per-diem because she was getting results in her detail. [REDACTED] was informed that her being good in her job had nothing to do to what she was entitled to be reimbursed. [REDACTED] stated she believed based on her past experience and approval from [REDACTED] as well as discussions concerning e-Travel with the League of Postmasters, she was entitled to what was claimed. [REDACTED] stated if she was right and she was entitled to the claims, would she be compensated for her current situation as the SAT C POOM. [REDACTED] wants to be paid for the travel reimbursement to which she is entitled. (Exhibit 9)

On October 13, 2010, additional clarification of the F-15 was requested through the U. S. Postal Service Office of Inspector General, Office of General Counsel (OGC). OGC provided a summary. (Exhibit 10)

On October 19, 2010, [REDACTED] contacted SA [REDACTED] concerning whether she kept documentation for hours she worked and claimed in excess of the 12 hours. [REDACTED]

stated she did not keep documentation other than receipts from hotels for overnight stays during the details. [REDACTED] stated her drive from her home to her details or temporary assignment was more than 2 hours each way and then she worked eight or more hours most days, making her work hours in excess of 12 hours. (Exhibit 11)

V. EXHIBITS

1. TACS 1723 information for [REDACTED] from January 2009 to March 2010.
2. TACS 1723 information for [REDACTED] from March 13, 2010 to July 2, 2010.
3. TACS 1723 information for [REDACTED] from July 3, 2010 to Present.
4. Finance summary of e-Travel mileage submissions by [REDACTED] from August 2009 to July 2010.
5. Finance summary of e-Travel per-diem submissions by [REDACTED] from August 2009 to August 2010.
6. MOI of [REDACTED], Manager, [REDACTED] District.
7. MOI of [REDACTED], Manager, Program Operations
8. MOI of [REDACTED], SAT T POOM
9. MOI of [REDACTED], Postmaster, [REDACTED]
10. Memo from U. S. Postal Service, Office of Inspector General, Office of General Council.
11. MOI of [REDACTED] Postmaster, [REDACTED]



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
GREAT LAKES AREA FIELD OFFICE
433 W. HARRISON STREET, SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 11UIIN1155FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

FINANCIAL IRREGULARITIES

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 24, 2011 TO April 27, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED], OFFICER IN CHARGE, [REDACTED]
[REDACTED], MANAGER LABOR RELATIONS, [REDACTED]
[REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 4/27/2011

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I. PREDICATION

Postal Management alleged use of the Smart Pay Credit Card for purchases which were believed to be restricted purchases and not approved for purchase through e-Buy.

II. SYNOPSIS

Review of purchases was made on the Smart Pay Credit Card [REDACTED] Supervisor of Customer Services, [REDACTED]. Purchases were approved by [REDACTED] by use of a local requisitioning form titled "Authorization for Small Purchase", but found to be restricted in nature and not purchased through priority sources or requested for approval through e-Buy. On January 31, 2011, a restricted purchase in the amount of \$51.95 was made on the Smart Pay Card assigned to [REDACTED] for a cake. No e-Buy was found approving the purchase and no verbal request was made to [REDACTED] Officer IN Charge (OIC), [REDACTED] to utilize the Smart-Pay card for payment.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed with the U.S. Postal Service since [REDACTED]
[REDACTED]

IV. DETAILS

On or about January 24, 2011 Postal Management contacted the U. S. Postal Service, Office of Inspector General regarding purchases made over a period of time on IMPAC/Smart-Pay cards assigned to employees [REDACTED]
[REDACTED]

Review of records by OIG Headquarters [REDACTED] showed at the time of the analysis, [REDACTED] was the only Smart-Pay card holder at the [REDACTED] Post Office. (Exhibit 1)

Review of [REDACTED] training record indicated [REDACTED] had received Smart-Pay training for the credit card usage in May of 2008, May 2009, December 2009, IMPAC card training in January 2010, and e-Buy training May 2009. (Exhibit 2)

Purchases on the Smart-Pay card held by [REDACTED] were reviewed from January 2009 to January 2011. Purchases on the Smart Pay card were approved by use of a local form "Authorization for Small Purchase" form, signed or initialed by both [REDACTED] and attached to purchase receipts. The monthly Smart-Pay card statements have check marks and are signed by both [REDACTED]. 29 purchases were made on the Smart-Pay card held by [REDACTED] from January 2009 to January 2011. 7 purchases were restricted purchases of refreshments. Some purchases made beginning during January 2010, were accompanied with e-Buy requests. Office supply purchases have approvals through e-Buy initiated by [REDACTED]. [REDACTED] Purchases for refreshments and advertising items are approved on an "Authorization for Small Purchase". Purchase receipts for May 2010 were not with the Smart-Pay statement. The Smart-Pay card statements for August 2010, October 2010 and January 2011 purchases were not found. (Exhibit 3)

On October 1, 2010, [REDACTED] was assigned to Richmond IN as the OIC in [REDACTED] absence. From November 2010 to February 2011, two purchases were made on the Smart-Pay card held by [REDACTED] (Exhibit 4)

On January 31, 2011,

On April 15, 2011

was asked about the retirement cake purchase for

[REDACTED]

[REDACTED]

[REDACTED]

On April 15, 2011, [REDACTED] was interviewed concerning Smart-Pay card purchases.

[REDACTED]

On April 19, 2011, [REDACTED] provided a summary of information regarding Smart-Pay and e-Buy she had discussed with [REDACTED] and other supervisors. (Exhibit 10)

[REDACTED]

V. EXHIBITS

1. [REDACTED] Smart-Pay card holder information.
2. Training record [REDACTED].
3. Smart-Pay Card # [REDACTED] held by [REDACTED] monthly statements and receipts.
4. Purchase Card details for Smart-Pay Card # [REDACTED] held by [REDACTED].

5. Garrity signed and dated by XXXXXX.
6. Smart-Pay Card #4716-4004-4582-2157 held by [REDACTED], monthly statement for February 2011.
7. MOI [REDACTED]
[REDACTED] Garrity signed and dated by [REDACTED]
9. MOI [REDACTED]
[REDACTED] E-mail with summary of discussions [REDACTED]
11. E-mails regarding Purchasing, use of Smart-Pay card sent out by Greater Indiana District, Finance and Coordinators for Greater Indiana District to Greater.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

SOUTHWEST AREA FIELD OFFICE
ASSOCIATE OFFICE
P O BOX 2000
JACKSONVILLE, FL 32203-2000

CASE #: 11UIJA2793FF02FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM June 20, 2011 TO July 20, 2011

STATUS OF CASE: Referred to USPS

DISTRIBUTION:

[REDACTED]
A/Manager Postal Operations

[REDACTED]

[REDACTED]
U.S. Postal Service
A/Manager Human Resources, NFLD

[REDACTED]

[REDACTED]
Manager Labor Relations, NFLD
U.S. Postal Service

[REDACTED]

[REDACTED]
District Manager, NFLD
U.S. Postal Service

[REDACTED]

[REDACTED]
Associate General Counsel/Chief Ethics Office
U.S. Postal Service

[REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 07/20/11

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service, Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On June 20, 2011, Special Agent [REDACTED], United States Postal Service Office of Inspector General, [REDACTED] Office, Associate Office, [REDACTED] was contacted by [REDACTED], Rural Carrier Associate (RCA), [REDACTED] Office, [REDACTED] regarding [REDACTED], Postmaster, [REDACTED] Office, [REDACTED]. [REDACTED] stated she filed an eTravel claim for \$650.25 upon return from her postal training class and found out the payment was direct deposited into [REDACTED] private bank account.

II. SYNOPSIS

Investigation revealed that [REDACTED] did file an eTravel claim for [REDACTED] and that the reimbursement was direct deposited into [REDACTED] personal account. During the interview with [REDACTED], it was disclosed that [REDACTED] filed the appropriate paperwork (PS form 1018) and sent a check for the amount (\$650.25) deposited into her account on June 24, 2011 to the postal service.

Further, the investigation revealed that [REDACTED] did consume alcohol during postal work hours on a regular basis. Employees also noted alcohol odor inside the post office and on [REDACTED] person. Empty alcohol containers were found inside the post office and in the trash along with internal post office correspondence. [REDACTED] admitted to this alcohol use. The investigation developed information that [REDACTED] had a romantic interlude inside the post office during postal business hours. [REDACTED] admitted to this during her interview. [REDACTED] admitted she violated postal policy by throwing away Undeliverable Bulk Business Mail instead of recycling it. [REDACTED] did violate postal policy in co-mingling funds when she merged two window clerk's cash drawers.

III. BACKGROUND / SUBJECT IDENTIFICATION

[REDACTED] is a current postal employee. She is the current postmaster of [REDACTED] Office, [REDACTED].

IV. SUPPORTING DETAILS

Allegation 1:

██████ filed an eTravel claim for ██████ for reimbursement for travel and had the money direct deposited into her personal bank account.

Allegation 1 Findings:

On July 7, 2011, SA ██████ interviewed ██████, Rural Carrier Associate (RCA), ██████ regarding her missing reimbursement from eTravel. ██████ stated she applied for the ██████ post office, ██████ via the internet. ██████ stated she attended training in ██████ and ██████ in order to prepare her for the new position. She stated upon her return, she needed to file a travel claim for mileage reimbursement. ██████ stated she initially asked ██████ to help her; however, she (██████) was not available. She stated she asked ██████, acting Officer in Charge (OIC), ██████ post office, ██████ to assist her in filling out her eTravel claim, ██████ stated ██████ helped her and submitted the travel claim. ██████ stated when she checked on the status of the reimbursement and she was told it was approved by ██████, Manager Postal Operations, ██████ on May 27, 2011. ██████ was told it usually takes ten (10) days for it to be paid to the employee. ██████ stated she waited approximately ten (10) days, however, no payment was made to her. ██████ stated she approached ██████ about the reimbursement. She stated ██████ told her (██████) that she (██████) had to redo the travel claim due to it not being saved. ██████ stated ██████ stated she did this on June 1, 2011. ██████ contacted the IT Help Desk and was informed the reimbursement was deposited into ██████ account. On June 18, 2011, ██████ spoke to ██████ on the phone regarding the reimbursement. She stated ██████ offered to give her (██████) a loan of \$650.00. ██████ told ██████ the money was not in her account. ██████ stated she declined to take the loan from ██████ because she did not want to take money from her (██████) if she did not have the money. ██████ stated she again called the IT Help Desk. ██████ stated she was informed that the reimbursement was filed under ██████ with the report name of "██████." She (██████) was told this is a violation of policy and a new travel reimbursement request would have to be filed. ██████ stated she contacted ██████ again and was told not to call her (██████) again. ██████ stated she contacted ██████, Acting Manager Postal Operations, ██████ regarding the situation. ██████ informed her he would contact the US Postal Service Office of Inspector General. ██████ stated ██████ then contacted her with the RA's phone number (Exhibit 1).

On July 12, 2011, SA [REDACTED] interviewed [REDACTED], Postmaster relief (PMR) and Rural Carrier Associate (RCA), [REDACTED] Post Office ([REDACTED]), [REDACTED] regarding [REDACTED]. [REDACTED] stated she met [REDACTED] when she ([REDACTED]) came back from postal training. [REDACTED] told [REDACTED] she needed to file an eTravel claim for reimbursement for her postal training. [REDACTED] stated [REDACTED] was leaving on vacation and would not have time to do it for [REDACTED]. [REDACTED] stated she helped [REDACTED] file her eTravel reimbursement and got a confirmation that [REDACTED] Manager Postal Operations (MPOO), [REDACTED] had reviewed it and sent it for payment. She ([REDACTED]) told [REDACTED] her reimbursement should be coming in about ten (10) days. [REDACTED] stated the following day, [REDACTED] returned to [REDACTED] and informed her ([REDACTED]) that the eTravel was filed incorrectly and that she ([REDACTED]) should not have done it for [REDACTED]. [REDACTED] expressed her anger towards [REDACTED] for doing this. [REDACTED] stated she found out that [REDACTED] money was deposited in [REDACTED] account on June 2, 2011. [REDACTED] stated [REDACTED] had told her, [REDACTED] stated on July 8, 2011, she received a phone call from [REDACTED] at home. She stated [REDACTED] was intoxicated. [REDACTED] stated [REDACTED] informed her that [REDACTED] would not make her ninety (90) days. She ([REDACTED]) stated [REDACTED] was speaking about [REDACTED] probation period. [REDACTED] stated [REDACTED] further stated she would find something on [REDACTED] and fire her. She stated [REDACTED] told her that "no one fucks with me" referring to [REDACTED] contacting [REDACTED], acting MPOO, regarding her missing reimbursement (Exhibit 2).

During the July 15, 2011 interview with [REDACTED], she indicated she did file an eTravel claim for [REDACTED]. [REDACTED] stated the claim submitted by [REDACTED] was not saved on the computer, so she ([REDACTED]) re-filed it. She stated she was unaware that the reimbursement had direct deposited into her personal banking account. [REDACTED] stated [REDACTED] did contact her on several occasions about her ([REDACTED]) eTravel claim. [REDACTED] stated [REDACTED] called her again while on vacation stating the reimbursement had been deposited into her ([REDACTED]) account. [REDACTED] told [REDACTED] that she could give her a check for the money based on what [REDACTED] informed her about the deposit, however, [REDACTED] told her "no" let's make sure it is there. She stated she told [REDACTED] not to call her anymore while she was on vacation. [REDACTED] stated her vacation started May 31, 2011 through June 11, 2011. She stated she returned to [REDACTED] for a week and then went back on vacation on June 17, 2011 to July 5, 2011. [REDACTED] stated when she returned to [REDACTED] after vacation, she told [REDACTED] she did not appreciate her ([REDACTED]) going above her ([REDACTED]) head to complain. [REDACTED] stated [REDACTED] contacted [REDACTED] Acting Manager Postal Operations (AMPO), [REDACTED] to make him aware of the situation. She also stated she told [REDACTED] that she was being insubordinate. [REDACTED] stated she apologized to [REDACTED] later in the day. She stated she was just angry. [REDACTED] stated she verified that \$650.25 had been

deposited into her personal bank account; however, this was not intentional. [REDACTED] stated she had received an email from [REDACTED], Field Financial Specialist, [REDACTED] instructing her that she would have to pay back the \$650.25 and file a PS form 1018. [REDACTED] stated she filed the PS form 1018 and sent a personal check [REDACTED] on June 24, 2011 to [REDACTED] (Exhibit 3).

On July 19, 2011, SA [REDACTED] contacted [REDACTED], Field Financial Specialist, [REDACTED] regarding [REDACTED]. [REDACTED] stated he did send an email to [REDACTED] regarding [REDACTED] travel claim on June 20, 2011. He stated it appeared that [REDACTED] had attempted to file a travel claim for her employee ([REDACTED]) and did it incorrectly. The payment was sent to her ([REDACTED]) account. [REDACTED] stated he informed [REDACTED] that she needed to file a PS form 1018 and reimburse the money to the postal service. [REDACTED] provided a copy of the emails he sent to [REDACTED] (Exhibit 4).

On July 20, 2011, SA [REDACTED] obtained a copy of [REDACTED] Postal Credit Union ([REDACTED]), [REDACTED] bank statements for May and June 2011. The statements reflected a deposit of \$650.25 from the postal service into her personal account. [REDACTED] Member Service Representative, [REDACTED] also sent a copy of [REDACTED] check [REDACTED] for \$650.25 dated June 24, 2011. A notation on the check reflected eTravel repayment. The check [REDACTED] cleared her account on July 5, 2011 (Exhibit 5).

Allegation 2:

[REDACTED] consumed alcohol during postal business hours and postal customers were aware of this.

Allegation 2 findings:

During a July 7, 2011, interview with [REDACTED], owner – Country Boys Market (CBM), [REDACTED] regarding [REDACTED], [REDACTED] stated she has been the owner of CBM for several years. She stated she has seen [REDACTED] purchase alcohol (beer) during her lunchtime on several occasions, however, she ([REDACTED]) could not provide any information as to what she ([REDACTED]) does with it once she leaves the store (Exhibit 6).

During the July 12, 2011, interview with [REDACTED] stated on one occasion, she walked in to get her cash drawer and smelled alcohol on [REDACTED]. She stated she is aware that [REDACTED] does drink during work and takes the trash from inside the post office home with her to avoid detection. [REDACTED] stated [REDACTED] did leave beer cans

inside the post office bathroom on one occasion. She stated the other RCA (identified as [REDACTED]) has pictures (Exhibit 2).

During the July 12, 2011, interview with [REDACTED], mail carrier, MPO, [REDACTED] stated she found beer cans inside the [REDACTED] bathroom. She stated [REDACTED] is the only one at the post office during the day. [REDACTED] stated she has smelt alcohol on [REDACTED] and has heard from customers that they have also (Exhibit 7).

During the July 15, 2011, interview with [REDACTED], SA [REDACTED] asked [REDACTED] if she ever drank alcohol during work hours. She stated she did not. SA [REDACTED] told her that she needed to be truthful during the interview. [REDACTED] stated she was. SA [REDACTED] showed [REDACTED] pictures (Exhibit 8) taken of empty beer cans inside the [REDACTED] and also located in the trash can outside. SA [REDACTED] informed [REDACTED] the empty beer cans were inside trash can liners with internal documents from the post office. Additionally, several pieces of Undeliverable Bulk Business Mail (UBBM) were also located inside the trash bags. [REDACTED] stated she did drink occasionally while at work. [REDACTED] then stated she may drink more than occasionally at work. She stated she had begun drinking at work due to stress over a real estate purchase and debt. [REDACTED] stated she usually drinks at lunch. She stated it amounts to approximately 4 to 5 beers a day. [REDACTED] stated her drinking does not affect her job. She stated she probably has a problem. [REDACTED] stated she also drinks on occasion while driving. [REDACTED] stated due to this interview she will not drink anymore (Exhibit 3).

Allegation 3:

[REDACTED] violated postal policy by throwing Undeliverable Bulk Business Mail (UBBM) away in the trash instead of recycling it properly.

Allegation 3 findings:

On July 12, 2011, SA [REDACTED] was contacted by [REDACTED] regarding beer cans found in the trash can at the post office. SA [REDACTED] responded to the [REDACTED] and located several empty beer cans inside plastic trash bags. Inside the plastic trash bags, SA [REDACTED] also found mail routing slips and various other postal items. SA [REDACTED] determined these items came from inside the [REDACTED]. Also recovered was an empty whisky bottle and several undeliverable bulk business mail (UBBM) mail pieces (Exhibit 9).

During the July 15, 2011, interview with [REDACTED], SA [REDACTED] asked [REDACTED] to explain why the UBBM was in the trashcan outside the post office. [REDACTED] explained that's what she has always done with it. She stated she was unaware it needed to be recycled (Exhibit 3).

Allegation 4:

████████ comingled postal funds.

Allegation 4 findings:

During the July 12, 2011, interview of ██████████ stated she has discovered ██████████ has combined two (2) cashier's drawers together which would mess up each cashier's accountability. She stated she could not imagine why ██████████ would do this because it's probably against postal policy (Exhibit 2).

During the July 20, 2011, interview of ██████████, Acting Manager Postal Operations (AMPO), ██████████, he stated an audit was conducted at the ██████████ Post Office, ██████████ and no significant shortages were found, however, ██████████ stated that it appeared ██████████ did comingle postal funds. It was determined that two cashier drawers were merged together (Exhibit 10).

Allegation 5:

████████ did conduct herself in an unprofessional manner during postal business hours.

Allegation 5 findings:

During the July 15, 2011, interview of ██████████, SA ██████████ asked ██████████ about having unauthorized people inside the post office. She stated ██████████, RCA, ██████████ Post Office, ██████████ had been at ██████████ on occasion. ██████████ stated ██████████ is a friend who helps her with jobs around her personal residence. She stated they did "make out" on one occasion inside the post office. She stated her husband is not aware of this relationship. She stated she was unaware if any postal customers overheard them (Exhibit 3).

V. EXHIBITS

1. Memorandum of Interview of [REDACTED].
2. Memorandum of Interview of [REDACTED].
3. Memorandum of Interview of [REDACTED].
4. Memorandum of Interview of [REDACTED].
5. Memorandum of Activity – [REDACTED] Postal Credit Union.
6. Memorandum of Interview of [REDACTED].
7. Memorandum of Interview of [REDACTED].
8. Photographs of beer cans found at [REDACTED].
9. Memorandum of Activity – Trash pull at [REDACTED].
10. Memorandum of Interview of [REDACTED].



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
WESTERN AREA FIELD OFFICE
P.O. BOX 17147
DENVER, CO 80217-0147

CASE #: 11UIKS3203FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM August 19, 2011 TO September 26, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED], MANAGER POST OFFICE OPERATIONS, [REDACTED]
DISTRICT

[REDACTED], MANGER OF LABOR RELATIONS, [REDACTED] DISTRICT

[REDACTED] DISTRICT MANAGER, [REDACTED] DISTRICT

PREPARED BY: SA [REDACTED]

DATE: 9/26/2011

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

This investigation is based on information received on August 18, 2011. Special Agent (SA) [REDACTED] was contacted by Manager, Post Office Operations [REDACTED] regarding a possible issue with the postmaster of the [REDACTED] Post Office. [REDACTED] stated Postmaster [REDACTED] had made personal purchases using the U.S. Postal Service (Postal Service) travel card and the balance of the purchases is now past due. [REDACTED] further stated that [REDACTED] received three Etravel advances totaling \$1,900 and those three advances have still not been paid as of August 18, 2011.

II. SYNOPSIS

This investigation revealed that [REDACTED] did make personal purchases with the Postal Service travel card. The investigation further revealed that [REDACTED] was delayed in paying back his travel advances that he had taken.

On September 20, 2011, SA [REDACTED] and SA [REDACTED] interviewed [REDACTED] who admitted he used his travel card to purchase fuel for his personal vehicle, a diesel pickup, and his wife's personal vehicle, a Ford Expedition. [REDACTED] stated he purchased the fuel because he was using his personal vehicle to complete Postal Service business, namely delivering misssent mail. [REDACTED] admitted that he would not be able to differentiate how much fuel was used for Postal Service business and how much was used for personal business. [REDACTED] further explained that he always paid off the credit card after he made purchases. [REDACTED] also admitted that he did not pay back his travel advances in a timely manner.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed with the Postal Service since May 2001. [REDACTED] started his career as a city carrier in [REDACTED], then was promoted to customer service supervisor in August 2003, then promoted again to postmaster in June 2006. [REDACTED] has served his entire career in the [REDACTED] Post Office.

IV. DETAILS

Allegation 1: Misuse of Postal Service Credit Card and Advance Funds

On August 23, 2011, [REDACTED] provided SA [REDACTED] with information that [REDACTED] was using his travel card for personal purchases and had three travel advances that were

outstanding. The information provided by [REDACTED] stated that [REDACTED] received two travel advances of \$700 each, one on July 1, 2011 and one on July 14, 2011. The advance received on July 1, 2011 was paid back on August 18, 2011, 48 days after issue. The advance taken on July 14th was paid back on August 31, 2011, 48 days after issue. [REDACTED] provided information of another travel advance issued on July 29, 2011 for \$500.00 and was still outstanding as of September 1, 2011, 33 days after issue (EXHIBIT 1). SA [REDACTED] found that from July 14, 2011 to August 15, 2011 [REDACTED] filed six expense reports totaling \$1,384.29 on different days throughout the period (EXHIBIT 2). The total of the advances for that period were \$1,900.

[REDACTED] also provided information that [REDACTED] had taken a travel advance of \$400 on May 23, 2011 (EXHIBIT 1). This advance was repaid on July 8, 2011, 45 days after issue. SA [REDACTED] found no travel expense reports for [REDACTED] between the time of the advance issue and when the money was repaid.

SA [REDACTED] reviewed travel card transactions on the travel card issued to [REDACTED]. SA [REDACTED] found that the card was activated on October 21, 2008 and closed on June 22, 2011. The account was closed due to a returned check made for payment on the account for the third time. SA [REDACTED] looked at transactions on the travel card covering the period of October 21, 2009 to June 22, 2011 when the account was closed (EXHIBIT 3). The transactions showed that [REDACTED] had almost daily transactions for fuel and general transactions. The statements showed [REDACTED] made purchases with his travel card on 13 days when he was scheduled to be on annual leave, three different holidays, 51 days that were his scheduled days off, and five days when he was on sick leave. SA [REDACTED] also compared these charges to expense reports claimed by [REDACTED].

[REDACTED] also had charges for room expenses not claimed for reimbursement to the credit card company on a corresponding travel claim. Room charges with reimbursement directed to [REDACTED] personally, or reimbursement in an amount different from room charges on the cardholder statement were also included.

On September 20, 2011, SA [REDACTED] and [REDACTED] interviewed [REDACTED] at the [REDACTED] Post Office. [REDACTED] is the postmaster of the [REDACTED] Post Office. SA [REDACTED] and SA [REDACTED] identified themselves to [REDACTED] and advised him of the reason for the interview. SA [REDACTED] explained to [REDACTED] his Garrity Rights and had [REDACTED] read and initial his Garrity Rights Acknowledgement Form (EXHIBIT 4). [REDACTED] stated he understood his rights and did not ask for a union representative.

SA [REDACTED] gathered background information from [REDACTED] on his career in the Postal Service. [REDACTED] stated he was hired as a city carrier in [REDACTED] in May 2001.

█████ stated he was promoted to customer service supervisor in August 2003, and was promoted to postmaster in June 2006. █████ stated he has only worked at the █████ Post Office and has done details in other offices such as █████ and █████. SA █████ asked █████ what training he had received as a postal employee. █████ stated he has taken lots of classes but could not name all of them and would have to refer to his training file for an accurate answer. SA █████ asked █████ if he had ever received any formal training for his postmaster assignment. █████ stated most of his training was on the job training. No formal training was given when he took over as postmaster.

SA █████ asked █████ if he currently had a Postal Service issued travel card in his name. █████ stated he did not have a travel card. SA █████ inquired as to why. █████ stated that he had had two payments returned on his card so the issuing bank suspended his card because the payments had been returned as insufficient funds. █████ stated he paid for the balance with his farm checking account both times and did not have money to cover the balance in his farm account. █████ stated that he has two accounts, a farm account and a personal account. █████ stated he thought the card was suspended sometime in August 2011. █████ stated that his manager, █████ █████ had talked to him before about the charges on his travel card. █████ stated that he only purchases gas and hotel charges on the card. █████ stated that Bill Irwin in finance told him, years ago, that he should charge gas purchases on the card so that there is a record of where he is travelling. SA █████ asked █████ if he ever used the card to make personal purchases. █████ stated he does not. █████ then stated that once by accident a hotel room charge was charged to the card because the account number was saved in his hotel points club profile. █████ stated the hotel charge was personal not business related and he paid the charge with his own money. █████ stated that he charged gas on the travel card because he was delivering missent mail to where it needed to go. SA █████ asked █████ if he was traveling for postal business why didn't he claim mileage. █████ stated he never claimed mileage and stated that he only claimed the gas purchases. █████ stated he thought he would save the Postal Service money by not claiming the mileage. █████ stated he gets paid well to do his job and claiming mileage seemed to be wrong to him. SA █████ asked █████ who told him to not claim mileage and to use his travel card to purchase fuel instead. █████ stated no one ever told him to not claim mileage and have the Postal Service buy his gas instead. █████ was asked why he did not use a Long Life Vehicle (LLV) to deliver the missent mail. █████ stated he would use an LLV if it was a short distance but if it was over 43 miles then he would drive his own vehicle. █████ then stated that there were other things he did not charge the Postal Service for; he stated he would not claim per diem when he was on a trip. █████ stated if he filed an Etravel voucher for every trip he made then the money claimed in travel would go against his office which in turn would give him a bad performance

appraisal. [REDACTED] stated he used the travel card to charge his gas so that he could keep his farm and personal gas purchases separated from his postal business gas purchases.

SA [REDACTED] showed [REDACTED] a spreadsheet that had a list of travel card purchases on it along with other information such as what was purchased, where, when, what day of the week, if a travel voucher was completed and how much was purchased. SA [REDACTED] asked [REDACTED] why some gas purchases were made for diesel and some for unleaded and why these purchases were sometimes made on back to back days. [REDACTED] stated that he would sometimes drive his wife's car to work, which takes unleaded gas. He stated when he drove his truck to work it used diesel. SA [REDACTED] asked [REDACTED] why he would buy fuel on a day that he was on sick leave. [REDACTED] stated he could not take less than 8 hours of sick leave, so there were times when he would work half a day and then be off the rest of the day. SA [REDACTED] asked [REDACTED] if he could remember which days were full days and which were half days. [REDACTED] stated he could not remember. SA [REDACTED] asked [REDACTED] why he would purchase gas on a day that he had annual leave. [REDACTED] stated the same reason as with sick leave, he could only take 8 hour increments of annual leave.

SA [REDACTED] asked [REDACTED] when he was told that he would no longer be able to deliver missent mail. [REDACTED] stated he was told that he could no longer deliver missent mail in July 2011 by [REDACTED]. SA [REDACTED] showed [REDACTED] an email from [REDACTED] that advised him to stop delivery in April 2011. SA [REDACTED] asked why he did not stop in April. [REDACTED] stated he did not agree with [REDACTED] and felt the mail needed to get "home."

SA [REDACTED] asked [REDACTED] about specific purchases made on the travel card, they are listed below:

7/12/10 – Monday – Annual Leave - Doubletree Hotel – [REDACTED] – Room Charge - \$126.70

1/15/11 – Saturday – Holiday - Kroger Fuel – [REDACTED] – Fuel - \$61.04

4/10/11 – Sunday – Day off – Comfort Suites – [REDACTED] Room Charges - \$87.40

5/22/11 – Sunday – Day off – Hilton Garden Inn – [REDACTED] – Room Charges - \$100.57

[REDACTED] replied that none of the above charges were made regarding postal business. [REDACTED] stated all of these charges were personal business charges. [REDACTED] stated that they were all done by accident and were mistakes on his part but were paid for.

█████ stated that the hotel charges were made because his postal travel card was saved in the profile for each hotel. █████ could not offer an explanation for the purchase of fuel on January 15, 2011.

SA █████ asked █████ about his outstanding travel advances totaling approximately \$1,900. █████ stated that all of the advances had been paid back. SA █████ asked █████ why he did not pay the advances back in a timely manner. █████ stated he paid them back as soon as he could. SA █████ stated that the travel vouchers completed during the period the advances were taken did not total \$1,900.00 and asked why the money was not paid back promptly. █████ could not offer an explanation, but did state that the \$500 advance was late and that he took responsibility for not paying it back on time. █████ offered no further explanation.

█████ provided a written statement (**EXHIBIT 5**).

V. EXHIBITS

1. Copy of email regarding █████ travel advances



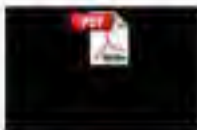
2. Copy of █████ travel vouchers



3. Copy of Spreadsheet showing analysis of purchases and vouchers



4. █████ Garrity form



5. [REDACTED] sworn statement





**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UILI0511FF02FF

CROSS REFERENCE #: 10AHQ17310

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM NOVEMBER 10, 2010 TO APRIL 18, 2011

STATUS OF CASE: CLOSED INVESTIGATION

SUMMARY OF INVESTIGATIVE ACTIVITY:

On March 15, 2011, the RA received from [REDACTED] P&DC Plant Manager, a copy of the Proposed Notice of Removal issued to [REDACTED] on March 12, 2011 (Attachment 1). The effective date of this action is April 11, 2011.

On April 15, 2011, the RA received from [REDACTED] P&DC Plant Manager, a copy of the Settlement Agreement (Attachment 2) pertaining to [REDACTED]'s Proposed Letter of Removal Notice issued on March 12, 2011. The Settlement Agreement modifies the Proposed Removal to a four-day Suspension.

PREPARED BY: [REDACTED]

DATE: 04/18/11



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
NORTHEAST AREA FIELD OFFICE
P. O. BOX 9700
WEST BABYLON, NY 11704-9700

CASE #: 11UILI0656FF02FF

CROSS REFERENCE #: 11ATR1579

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM November 8, 2010 TO December 10, 2010

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

None

DISTRIBUTION:

Case file

PREPARED BY: Special Agent (SA) [REDACTED]	Reporting Agent (RA)	DATE: 5/17/2011
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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On November 8, 2010, the RA received an Allegation initiated from a USPS OIG Audit Project concerning misuse of a Government-issued Travel Card (Exhibit 1). The corresponding Cardholder Statements relating to [REDACTED], Supervisor Distribution Operations, [REDACTED] Logistical & Distribution Center (L&DC) were subsequently provided (Exhibit 2).

It was reported that during the review of employee Citibank statements and eTravel vouchers, cash advance withdrawals and fuel purchases for [REDACTED] privately owned vehicle (POV) were found to be unsupported. Additionally, the OIG Auditors reported that the suspect charges, incurred from February 2009 through October 2010, totaled \$11,087.84.

II. SYNOPSIS

This is a Supplemental Report of Investigation issued to the case file for case closing purposes. Additional information contained in this report is presented in a "Bold Font" to readily distinguish the information presented from the Report of Investigation dated December 14, 2010.

The investigation revealed that from at least February 2009 to the present, [REDACTED] performed duties as a Supervisor Distribution Operations at the New York L&DC in [REDACTED]. During that period, [REDACTED] had misused his government-issued credit card by utilizing the card to obtain 69 cash advances and 10 other miscellaneous charges for personal use including six charges for fuel for his POV, not in conjunction with official USPS duties. The total of these personal charges including fees incurred by [REDACTED] on his government issued credit card was \$11,087.84.

On November 23, 2010, United States Postal Service, Office of Inspector General Special Agents (USPS OIG SAs) interviewed [REDACTED], Plant Manager, [REDACTED] L&DC. [REDACTED] stated that on Friday, November 19, 2010, [REDACTED] came to his office and told him that he had been using his government credit card for personal use because he had been experiencing financial hardship at home and he had no other means to obtain funds for daily living expenses. [REDACTED] explained to him that his son is a heroin addict and his problems have been the cause of many financial problems for his family.

On November 23, 2010, USPS OIG SAs interviewed [REDACTED]. [REDACTED] stated verbally and in a written statement that he utilized his government-issued credit card for

personal use including cash advances. [REDACTED] explained to SAs that his son is a heroin addict and his problems have been the cause of many financial problems for his family.

On March 9, 2011, the RA received from [REDACTED], Labor Relations Specialist, [REDACTED] District, a copy of a Notice of Proposed Removal (Exhibit 6) that had been issued to [REDACTED] on March 8, 2011. The letter was also dated March 8, 2011, and advised [REDACTED] that he would be removed from the Postal Service no sooner than thirty calendar days after his receipt of the letter.

On May 13, 2011, the RA received from [REDACTED], Manager, Labor Relations, [REDACTED] District, a Letter of Decision (Exhibit 7) pertaining to [REDACTED], in settlement to his case, modifying his removal from the postal service to a Fourteen Day Suspension.

The RA reviewed the Letter of Decision and noted that it was not dated nor was an effective date of the suspension included within the letter. The RA contacted [REDACTED], Plant Manager [REDACTED] L&DC, the issuing manager whose signature appears upon the letter via email. [REDACTED] responded via two emails (Exhibit 8) stating that the Letter of Decision was issued and effective on April 8, 2011. [REDACTED] also stated that the suspension was "Not a timed served suspension".

III. BACKGROUND

[REDACTED] (SSN: [REDACTED], DOB: [REDACTED]) is assigned as a Supervisor Distribution Operations at the [REDACTED] L&DC, [REDACTED] [REDACTED] has been a postal employee since January 7, 2001.

United States Postal Service Postal Bulletin, 22015, dated January 13, 2000, contained a section entitled, "Postal Employee Use of Citibank VISA Travel Cards", and details in part, "The Citibank VISA charge cards have been issued to postal employees as a result of their postal employment and are to be used for official travel only. These cards are not to be used for personal business."

United States Postal Service Management Instruction, FM-640-2004-1, dated June 1, 2004, details in part, "Use the government-issued travel charge card to pay for your official travel expenses only. You may not use the card for personal expenses. You may not use it to pay for the travel expenses of another employee."

IV. SUPPORTING DETAILS

Allegation 1

██████████ is an employee responsible for misuse of his assigned government-issued credit card

Allegation 1 Findings

On November 8, 2010, the RA received an Allegation initiated from a USPS OIG Audit Project, a nationwide audit of Citibank travel card purchases (Exhibit 1). The Allegation detailed misuse of a Government-issued Travel Card involving ██████████. The OIG Auditors reported that during the review of employee Citibank statements and eTravel vouchers, cash advance withdrawals and fuel purchases for ██████████ POV were found to be unsupported. Additionally, the OIG Auditors reported that the suspect transactions were incurred from February 2009 through October 2010 and totaled \$11,087.84.

On November 23, 2010, the RA received and reviewed the corresponding Cardholder Statements (Exhibit 2) relating to the government credit card account assigned to ██████████. The RA found that the payments credited to ██████████ account were not made through the USPS eTravel system as indicated by the OIG Auditors. The RA also found that ██████████ paid his monthly balances timely.

On November 23, 2010, USPS OIG SAs interviewed ██████████, Plant Manager, ██████████ L&DC (Exhibit 3). ██████████ stated that on Friday, November 19, 2010, ██████████ came to his office and told him that he had been using his government credit card for personal use because he had been experiencing financial hardship at home and he had no other means to obtain funds for daily living expenses. ██████████ explained to him that his son is a heroin addict and his problems have been the cause of many financial problems for his family.

On November 23, 2010, USPS OIG SAs interviewed ██████████ (Exhibit 4). ██████████ stated verbally and in a written statement that he utilized his government-issued credit card for personal use including cash advances. ██████████ explained to SAs that his son is a heroin addict and his problems have been the cause of many financial problems for his family. ██████████ stated he knew that using his government credit card for personal

reasons was wrong. [REDACTED] said he felt so badly about his actions that he felt compelled to tell [REDACTED].

On December 1, 2010, the RA received from [REDACTED] a printout of the training courses taken by [REDACTED] (Exhibit 5). The RA reviewed the document and found [REDACTED] credited with taking a course titled "ETravel Reporting" on January 11, 2007, and on May 1, 2002, [REDACTED] was credited with taking two courses titled "ETravel System Training-WBT" and "ETravel System Training-SWBT". [REDACTED] indicated these courses incorporate government travel credit card usage.

On March 9, 2011, the RA received from [REDACTED], Labor Relations Specialist, [REDACTED] District, a copy of a Notice of Proposed Removal (Exhibit 6) that had been issued to [REDACTED] on March 8, 2011. The letter was also dated March 8, 2011, and advised [REDACTED] that he would be removed from the Postal Service no sooner than thirty calendar days after his receipt of the letter.

On May 13, 2011, the RA received from [REDACTED], Manager, Labor Relations, [REDACTED] District, a Letter of Decision (Exhibit 7) pertaining to [REDACTED] in settlement to his case, modifying his removal from the postal service to a Fourteen Day Suspension.

The RA reviewed the Letter of Decision and noted that it was not dated nor was an effective date of the suspension included within the letter. The RA contacted [REDACTED], Plant Manager [REDACTED] L&DC, the issuing manager whose signature appears upon the letter via email. [REDACTED] responded via two emails (Exhibit 8) stating that the Letter of Decision was issued and effective on April 8, 2011. [REDACTED] also stated that the suspension was "Not a timed served suspension".

V. EXHIBITS

- 6. Notice of Proposed Removal dated 3-08-2011**
- 7. Decision Letter 14-Day Suspension 4-08-2011**
- 8. emails from [REDACTED] dated 5-13-2011 regarding Decision Letter**



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
ORLANDO RESIDENT-OFFICE
P.O. BOX 622108
ORLANDO, FL 32862

CASE #: 11UIOR0369FF02FF

CROSS REFERENCE #: 10AAT17312

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

CLOSING MEMORANDUM

NARRATIVE: On September 14, 2010, the U.S. Postal Service, Office of Inspector General (USPS-OIG), [REDACTED] Field Office, [REDACTED], received a Suspected Irregularities or Illegal Acts Referral Form from the USPS-OIG Audit. The audit referral that during a review of cash advance withdrawals, eTravel vouchers, and Citibank statements it determined that [REDACTED], Supervisor Customer Service at the [REDACTED] Post Office [REDACTED] obtained multiple cash advance, food and fuel purchases that do not correspond with dates on eTravel vouchers totaling \$1,524.69.

On October 27, 2010, the Reporting Agent (RA), and Special Agent (SA) [REDACTED] conducted a subject interview of [REDACTED] at the [REDACTED] Post Office [REDACTED] was informed of the agent's identities, [REDACTED] was read her Garrity Rights, and signed the OIG Garrity Form.

The RA showed [REDACTED] the Cardholder Statement for [REDACTED]'s government travel card from November 20, 2008, through April 16, 2010. [REDACTED] after reviewing the statements stated that those appear to be charges from her government assigned travel card. [REDACTED] stated that during that time frame she was assigned to a Function Four Team and she did make all the charges in question. [REDACTED] stated that she thought that if she was traveling around in the district area or out of the district area she would utilize her government travel card for things like cash advances, food, hotels, and fuel for her privately owned vehicle (POV), and more. [REDACTED] stated that when there was no government owned vehicle (GOV) available she would have to drive her POV and keep track of her mileage. She stated that some of the times she would file a Claim for Reimbursement for Postal Supervisors (PS Form 1164) and file them with post offices. [REDACTED] stated that while traveling the entire [REDACTED] District she would file the PS Forms 1164 and numerous post office which she could not remember which ones. She stated that sometimes she would have Postmasters sign the form then she would present the form to the windows clerks at various locations. [REDACTED] stated that the

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reason there were no corresponding travel vouchers in the eTravel system was because when she traveled and was not authorized a hotel she would pay for the hotel on her government travel card but pay for it with a combination of her mileage and her own money. She stated that when she traveled from [REDACTED] to [REDACTED] she was not authorized a hotel but she would stay in a hotel anyway and pay for it out of her mileage reimbursement and her own money. The RA asked [REDACTED] when she filed a PS Form 1164 how did the Postmaster or the window clerks verify her mileage. [REDACTED] stated there was a mileage charts that for example if she drove from [REDACTED] to [REDACTED] the chart would have the mileage from post office to post office and that was all the mileage she received. [REDACTED] stated that she remembered a couple of times when she went out to eat either lunch or dinner the server would advise [REDACTED] that her government travel card was declined. Upon [REDACTED] call the government travel card customer service she was advised that restaurants that serve alcohol there would be a declination for government travel cards. [REDACTED] stated she would then have to go get cash advances to pay for the meals. [REDACTED] stated she did not have a clear understanding between official government travel versus temporary duty (TDY). The RA advised that [REDACTED] needed to coordinate with [REDACTED] Postmaster at the [REDACTED] Post Office to get a copy of the TDY rules and regulations to review.

After the interview, [REDACTED] came into the room and the Agent's briefed [REDACTED] of the interview with [REDACTED] present. [REDACTED] advised that he would research to get a copy of the travel regulations for [REDACTED] to review. [REDACTED] also advised [REDACTED] that when she is not authorized to stay the night in a hotel [REDACTED] needs to contract [REDACTED] to get approval to leave the GOV in an unsecure area if a GOV is driven. [REDACTED] returned [REDACTED] to work at which time she was finished with her day.

Investigation disclosed that [REDACTED] discussed this investigation with [REDACTED] in the presence of the Agents and advised her that they would work together on [REDACTED]'s future TDY and there would be no further administrative action taken. This case is being closed at this time.

PREPARED BY: SA [REDACTED]

DATE: 11/20/2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

**EASTERN AREA FIELD OFFICE
300 Stevens Drive, Suite 350
Lester, PA 19113-1512**

CASE #: 11UIPI2766FF03FF

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM June 29, 2011 TO July 20, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:
NONE

DISTRIBUTION:

[REDACTED] DISTRICT MANAGER, [REDACTED] DISTRICT (W/O EXHIBITS)

[REDACTED] (A) MANAGER, LABOR RELATIONS, [REDACTED] DISTRICT
[REDACTED] MANAGER, HUMAN RESOURCES, [REDACTED]
DISTRICT

[REDACTED] (A) POST OFFICE OPERATIONS MANAGER, [REDACTED]
DISTRICT

[REDACTED] MANAGER, LABOR RELATIONS, [REDACTED] (W/O EXHIBITS)

[REDACTED], MANAGING ATTORNEY, [REDACTED] (W/O EXHIBITS)

HELEN GRANT, CHIEF ETHICS OFFICER, U.S. POSTAL SERVICE (W/O EXHIBITS)

PREPARED BY: SPECIAL [REDACTED]

DATE: 7/20/2011

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

In May, 2011, the U.S. Postal Service Office of Inspector General received an allegation from Postal Service management. The individual advised [REDACTED] Post Office [REDACTED] Postmaster [REDACTED] was improperly utilizing a government credit card that was issued to [REDACTED]

II. SYNOPSIS

[REDACTED] acknowledged the use of a credit card assigned to [REDACTED] even though [REDACTED] was on sick leave (SL). When [REDACTED] was asked why he waited seven months to get another employee assigned a credit card, he stated [REDACTED]

[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed with the Postal Service for [REDACTED]. He has been the Postmaster at the [REDACTED].

IV. DETAILS

Allegation 1: [REDACTED] is suspected of mishandling Postal Service funds.

Allegation 1 Findings: On June 15, 2011, Special Agent (SA) [REDACTED] met with [REDACTED] regarding the investigation of [REDACTED]. [REDACTED] voluntarily provided a written Sworn Statement (**Exhibit 1**). In her statement, [REDACTED] states that she was listed as the witness to a Unit Cash Reserve count on numerous occasions without her knowledge. She states that she was instructed [REDACTED] to use [REDACTED] smart pay credit card and to give her logon ID and password to other employees.

On July 12, 2011, the reporting agent (RA) and SA [REDACTED] interviewed [REDACTED] (**Exhibit 2**). [REDACTED] completed the United States Postal Service, Office of

Inspector General (USPS-OIG) *Acknowledgement of Rights (Garrity)* form (Exhibit 2A).
[REDACTED] provided the following information:

[REDACTED] was questioned about the use of [REDACTED] Postal Service assigned credit card. While [REDACTED] was working at the [REDACTED], he was assigned a credit card which was kept locked in the vault. [REDACTED] last day at the [REDACTED] came in December of 2010; since then, [REDACTED] has been out on extended sick leave. [REDACTED] acknowledged the use of [REDACTED] credit card to make Postal Service related purchases. According to [REDACTED] Purchases made using the credit card included transactions with [REDACTED] Hardware, [REDACTED] Medical Supplies, TruGreen, [REDACTED] e Printing Company, and [REDACTED]. [REDACTED] stated [REDACTED]'s credit card was used monthly. [REDACTED] indicated he was not aware they couldn't use [REDACTED] card even though he was no longer working there.

According to [REDACTED] usually signed the bills received as a result of using [REDACTED] credit card. In March of 2011, [REDACTED] completed the training to receive her own credit card. This month, her paperwork was sent in to obtain the credit card. When [REDACTED] was asked why he waited seven months to get someone else assigned a credit card, he stated [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
However, he still lists a witness even though they don't witness the count.

[REDACTED] When asked if he has conducted random undocumented counts of the Unit Cash Reserve, he stated [REDACTED]
[REDACTED]

[REDACTED] In the last year, he has put approximately \$20.00 of his own money in the Reserve. [REDACTED]

With regards to passing out logon IDs/passwords, he stated when [REDACTED] was working everyone knew his password. [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED] He works 8:30 AM – 5:30 PM every day.

[REDACTED]

On July 19, 2011, the RA spoke with [REDACTED]
Manager, [REDACTED] who indicated [REDACTED]

[REDACTED] The following was observed:

At 9:58 a.m., SA [REDACTED] observed [REDACTED] exit his vehicle and enter [REDACTED]

At 11:22 a.m., the RA observed [REDACTED] depart the above captioned area in his vehicle. Surveillance was terminated.

On July 22, 2011, the RA interviewed [REDACTED], Supervisor [REDACTED] (Exhibit 4). [REDACTED] went on extended sick leave from the Postal Service in December of [REDACTED] [REDACTED] never did and continued to use the one in [REDACTED] name. As a result [REDACTED] had to personally cancel the credit card in April of 2011, because the card was being used without his permission since he went on sick leave.

V. EXHIBITS

1. Sworn statement-[REDACTED] 6-15-11
2. MOI - [REDACTED] - 071211
A. Garrity Warning - [REDACTED] 071211
3. MOA-[REDACTED] surveillance-5-25-11
4. MOI - [REDACTED] - 072211



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

462 WASHINGTON STREET
WOBURN, MA 01801-9600

CASE #: 11UIPV1864FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED], Electronic Technician, [REDACTED] P&DC,
[REDACTED]

CASE AGENT (if different from prepared by):

CLOSING MEMORANDUM

On December 13, 2011, the Reporting Agent (RA), of the United States Postal Service Office of Inspector General (USPS OIG), [REDACTED] Area Field Office, received a copy of a Letter of Decision, dated July 20, 2011, signed by [REDACTED] Manager Maintenance, [REDACTED] P&DC in the investigation of [REDACTED]

On July 20, 2011, [REDACTED] notified [REDACTED] that as of July 22, 2011, he is to be removed from his position as Electronic Technician assigned to the [REDACTED] P&DC in [REDACTED]

Background:

On January 19, 2011, Special Agent [REDACTED] received information from [REDACTED], regarding [REDACTED]

[REDACTED] advised that [REDACTED] had been taking a series of classes at the National Center for Employee Development (NCED). [REDACTED] advised that there are three of these classes, each 4 to 5 weeks in duration, and that [REDACTED] was scheduled to begin the second class in the series on January 25, 2011.

[REDACTED] advised that for the first class, [REDACTED] submitted an eTravel voucher claiming he had driven his Personally Owned Automobile (POA) to and from the NCED. [REDACTED] advised that he had heard from another employee that [REDACTED] was not driving his POA to and from the NCED, but instead flying there and claiming the POA mileage in order to make additional money. [REDACTED] advised that he had reviewed earlier eTravel vouchers which [REDACTED] had submitted, for other trips to the NCED, and saw the same pattern of claimed POA mileage.

[REDACTED] and SA [REDACTED] agreed to allow [REDACTED] to make the second trip to the NCED, and to monitor his POA use once he arrived there. Prior to leaving for the second class, [REDACTED] submitted a PS Form 1011 for a travel advance, indicating he planned to drive his POA to and from the NCED, both for the beginning and end of the trip, and also for his allowed interim trip in the middle for the second class.

The SA [REDACTED] reviewed PS Forms 1011, Travel Advance Request and Itinerary Schedule, eTravel reports, and other supporting documentation for [REDACTED] travel to and from NCED. Between March 2006 and March 2011, SA [REDACTED] identified 13 training classes for which [REDACTED] traveled to and from NCED, one of which was long enough that he was entitled to an intermediate trip.

On March 23, 2011, SA [REDACTED] interviewed [REDACTED] about his eTravel vouchers.

[REDACTED]

[REDACTED]

[REDACTED] provided copies of his bank statements, with debit card transactions for airfares, in order to assist SA [REDACTED]

SA [REDACTED] issued subpoenas for flight records to the five air carriers currently using [REDACTED]. SA [REDACTED] reviewed the results of the subpoenas and the bank statements provided to him by [REDACTED]

The review disclosed that, of the 14 trips in question, [REDACTED] flew on 11 of them. On one trip he drove his POA. The method of travel for the remaining two trips could not be determined. The difference between the amount of postal funds that [REDACTED] was paid for airfare, and the amount he actually paid for airfare, is \$4,062.98. The review also disclosed that [REDACTED] made flight reservations between zero days and 27 days prior to the first day of the class.

The review also disclosed that, for his trip to the NCED class which began on November 30, 2010, [REDACTED] claimed baggage costs for three bags, totaling \$370.00. Investigation disclosed that the air carrier for this trip, Southwest, does not charge for the first two bags. Flight records showed that [REDACTED] checked only two bags.

The total loss to the Postal Service is \$4,432.98.

On May 19, 2011, the SA [REDACTED] interviewed [REDACTED] about the results of the investigation. SA [REDACTED] explained the results of the investigation to [REDACTED] and told him that the difference between what [REDACTED] was paid for airfare by the Postal Service, and the amount he actually paid for airfare, was \$4,062.98.

[REDACTED]

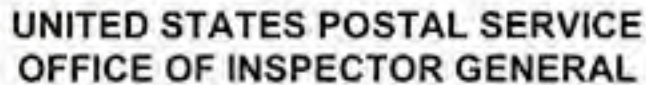
[REDACTED]

Regarding the \$370.00 [REDACTED] charged the Postal Service for baggage fees.

[REDACTED]

[REDACTED] offered reimbursement for the difference of what he received as a travel advance, and what was actually spent.

PREPARED BY: SA [REDACTED]	DATE: 12/13/2011
----------------------------	------------------



TITLE:

CLOSING MEMORANDUM

By way of background, the United States Postal Service (Postal Service), OIG, [REDACTED] Associate Office, [REDACTED], received information that [REDACTED] Part-Time Flexible Clerk [REDACTED] [REDACTED] allegedly committed travel fraud while serving on a detail at the [REDACTED] Post Office. Specifically, while on detail to [REDACTED] was reportedly entitled to claim mileage reimbursement for 72 miles per round trip. According to the complainant, in October 2010, [REDACTED] moved out of his residence in [REDACTED] due to problems he ([REDACTED]) was having [REDACTED]. Allegations surfaced that [REDACTED] was potentially living at the [REDACTED] Post Office while serving on the detail; however, he still filed for mileage reimbursement in E-Travel. According to witness interviews, [REDACTED] was also potentially living in an apartment during the aforementioned detail but he still claimed the same 72 miles for reimbursement.

During the OIG interview,

[REDACTED]

This investigation is closed.

PREPARED BY: SA [REDACTED]

DATE: 10/3/2011



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
CAPITAL METRO AREA FIELD OFFICE
9201 EDGEWORTH DR.
SUITE 2030
CAPITOL HEIGHTS, MD 20790

CASE #: 11UIRI0413FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM November 5, 2011 TO February 28, 2011

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED], Acting Area Vice President, [REDACTED] Area
[REDACTED], Acting District Manager, [REDACTED] District

PREPARED BY: [REDACTED]

DATE: 02/28/2011

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- I. PREDICATION
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- V. EXHIBITS

I. PREDICATION

The United States Postal Service (Postal Service) Office of Inspector General (OIG) Office of Audit discovered that [REDACTED], Postmaster, [REDACTED] Post Office, [REDACTED], was violating Postal Service policy by using his Government issued credit card for personal use. The audit discovery was referred to the Postal Service OIG [REDACTED] Field Office for investigation.

II. SYNOPSIS

The Postal Service OIG investigation revealed that [REDACTED] improperly used his Government issued credit card and filed the same travel voucher for reimbursement resulting in being paid twice for the same trip. [REDACTED] violated Postal Service policy by using his Government Issued credit card to take cash advances for personal use. Between May 19, 2009 and May 18, 2010, [REDACTED] withdrew cash using his Government credit card while not in a travel status approximately 19 times totaling \$1,114.71. [REDACTED] also filed travel vouchers for reimbursement during this time. [REDACTED] had eTravel reports with expense item dates from October 11, 2008 to June 23, 2010, with a total approved amount of \$770.86. For all records the expense type was "Privately Owned Vehicle" and the payment method "Other". [REDACTED] filed and was paid for the same voucher at least once during this time, totaling \$61.60.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been a USPS employee since [REDACTED]. He is currently assigned to the [REDACTED] Post Office, [REDACTED] as the Postmaster.

IV. DETAILS

The Postal Service OIG [REDACTED] Field Office, received a referral from the Postal Service OIG Office of Audit regarding [REDACTED], Postmaster, [REDACTED]. The referral stated that [REDACTED] has been using his U.S. Government credit card to take cash advances while not in a travel status.

Copies of [REDACTED]'s travel vouchers and Government credit card statements were provided by both the Postal Service Headquarters' etravel Coordinator, [REDACTED], and the Postal Service OIG Headquarters Investigative Analyst Group.

On January 13, 2011, Postal Service OIG Special Agents [REDACTED] and [REDACTED] interviewed [REDACTED] at the [REDACTED] Post Office, [REDACTED]. [REDACTED] was advised of his Garrity Warnings which he acknowledged by reading and signing. [REDACTED] was informed that some questions regarding the use of his Government Issued credit card had been raised by Postal Service HQ and the Postal Service OIG. [REDACTED]

On January 13, 2011, Postal Service OIG Special Agents [REDACTED] and [REDACTED] interviewed [REDACTED] at the [REDACTED] Post Office, [REDACTED]. [REDACTED] was advised of his Garrity Warnings which he acknowledged by reading and signing. [REDACTED] was informed that some questions regarding the use of his Government Issued credit card had been raised by Postal Service HQ and the Postal Service OIG. [REDACTED]

[REDACTED]

V. EXHIBITS

1. Travel Vouchers and Government Credit Card Statements for [REDACTED]
2. Memorandum of Interview [REDACTED]



UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
PACIFIC AREA FIELD OFFICE
P. O. BOX 80367
SAN DIEGO, CA 92138-0367

CASE #: 11UISD0178FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED] S

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM September 3, 2010 TO September 13, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED], Finance Manager, [REDACTED] Finance Office, [REDACTED]
[REDACTED]

PREPARED BY: SPECIAL AGENT [REDACTED]

DATE: 9/14/2010

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I. PREDICATION

On September 3, 2010, the U.S. Postal Service Office of Inspector General (OIG) received an allegation from [REDACTED] Manager, [REDACTED] Office, regarding a questionable claim for travel and relocation benefits submitted by a Postal Service employee. [REDACTED] reported that [REDACTED] Support Specialist, [REDACTED], recently purchased a home in connection with her job relocation from the [REDACTED] Area to the [REDACTED] Area. [REDACTED] reportedly submitted a claim for reimbursement of certain closing costs associated with the purchase of the home. [REDACTED] requested investigative assistance to determine [REDACTED]'s entitlement to this relocation benefit.

II. SYNOPSIS

Investigation determined that [REDACTED] is currently living at [REDACTED], [REDACTED], a home that she has owned since 1998. On March 28, 2008, [REDACTED]'s household goods were shipped from [REDACTED] the [REDACTED] residence. [REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed with the Postal Service since [REDACTED] is currently assigned as an [REDACTED] Specialist assigned to the [REDACTED] Area. [REDACTED] was promoted to [REDACTED]

Allegation 1

Allegation 1 Findings

On September 7, 2010, the reporting agent (RA) obtained documents from the [REDACTED] Main Office, County Administration Center, [REDACTED] related to real estate property owned by [REDACTED]. The RA performed a query on the Assessor and Recorder database and determined that [REDACTED] owned [REDACTED]. The associated parcel number was [REDACTED]. The parcel detail printout showed the owner since June 12, 1998 as [REDACTED] (Exhibit 2). The value of the land was \$182,034, the value of improvements was \$375,618, and the total value was \$557,652. The secured transaction history printout showed two payments for \$3,095.03 on December 10, 2009 and April 3, 2010 (Exhibit 3). Again, the owner was documented as [REDACTED].

On September 9, 2010, the RA interviewed [REDACTED] regarding her current residence and background information regarding her [REDACTED] residence (Exhibit 4).

[REDACTED]

On September 10, 2010, the RA interviewed [REDACTED]'s tenant from December 2008 through July 2010 (Exhibit 5). [REDACTED]

On September 10, 2010, the RA obtained shipping documents from [REDACTED] related to [REDACTED]'s move back to [REDACTED] (Exhibits 6 through 8).

V. EXHIBITS

1. Cartus Relocation Expense Report, dated September 2, 2010.
2. Printout of Parcel Detail Screen-Parcel # [REDACTED] dated September 7, 2010.
3. Printout of Secured Transaction History-Parcel # [REDACTED] dated September 7, 2010.
4. Memorandum of Interview of [REDACTED], dated September 9, 2010.
5. Memorandum of Interview of [REDACTED], dated September 10, 2010.
6. Cartus Moving Services printout, dated April 1, 2008.
7. [REDACTED] Household Goods Descriptive Inventory, dated March 28, 2008.
8. Movers Specialty Service, Inc. Destination Invoice, dated March 31, 2008.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
SOUTHWEST AREA FIELD OFFICE
P.O. BOX 967
BEDFORD, TX 76095**

CASE #: 11UISH1354FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 19, 2011 TO February 17, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

DISTRIBUTION:

[REDACTED]
District Manager-Dallas
[REDACTED]

[REDACTED]
Human Resources Manager
[REDACTED]

[REDACTED]
Officer in Charge (OIC)
[REDACTED]

[REDACTED]
Labor Relations Manager
[REDACTED]

[REDACTED]
Post Office Operations Manager (A)
[REDACTED]

[REDACTED]
Chief Ethics Officer
[REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 02/17/11

Page 1

RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On January 19, 2011, the U.S. Postal Service (Postal Service), Office of Inspector General (OIG), received information from an unnamed source, [REDACTED], Customer Services Supervisor for the [REDACTED] Post Office, is allegedly misusing her Citibank travel card. A preliminary assessment of the information revealed approximately \$3,021.53 in questionable transactions.

II. SYNOPSIS

The investigation determined that [REDACTED] used her government issued travel card for expenditures while not being on travel status.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
Customer Services Supervisor, [REDACTED]

IV. DETAILS

On February 1, 2011, Special Agent (SA) [REDACTED] reviewed documents associated with FY 2010 travel card expenses claimed by [REDACTED]. SA [REDACTED] compared expense report descriptions to amounts charged on [REDACTED]'s government issued travel card. The comparison revealed approximately \$3,021.53 in questionable transactions. The transactions could not be traced to a specific travel voucher and appeared to be personal expenses, which should not have been charged to the government travel card. Seven of the transactions were made when [REDACTED] was on her day off or had taken leave. A letter from finance indicated that [REDACTED]'s travel card account was delinquent. The account was placed into pre-suspension status, because it was overdue. (Exhibit 1)

On February 10, 2011, SA [REDACTED] and SA [REDACTED] interviewed [REDACTED]. The interview concerned an allegation that [REDACTED] used her government issued travel card for personal expenses. Agents identified themselves as SAs with the Postal Service, OIG and stated the purpose of the interview. Prior to being asked any questions,

█████ was provided with an OIG, Acknowledgement of Rights form. █████ signed and dated the form indicating that she understood her rights.

█████ advised that she completed the Associate Supervisor Program (ASP) program in July 2001. █████ has been a supervisor in █████. █████ said she has been in █████ since October 2005.

█████ stated that she traveled frequently in 2010. The travel resulted from her being on the National Reassessment Process (NRP) team, scanning collection boxes, delivering express and attending training in █████. █████ advised that the NRP detail ended in July 2010. After incurring expenses, █████ said she submitted travel vouchers through the eTravel system.

█████ advised that she previously received cash advances to cover local travel expenses such as gas. █████ said she discussed her travel account balance with █████, former █████ Postmaster, in October 2010. According to █████, the Officer in Charge (OIC) of the █████ Post Office did not have access to eTravel. This caused a delay in the approval of █████'s travel voucher. █████ explained that she waited on her voucher to be approved, instead of paying the bill in full. As a result, the account was put into a pre-suspension status.

█████ recalled discussing one specific transaction with █████. █████ stated that she was scheduled to attend Sarbanes-Oxley Act (SOX) training on September 23, 2010. █████ used her travel card to obtain a cash advance on September 22, 2010. The training was canceled. █████ said she did not realize that she was not supposed to obtain cash advances, until her discussion with █████. █████ advised that she hasn't used the card in the same manner since.

█████ could not remember receiving any formal training for the government issued travel card. █████ said she received her card in 2001 and might have received some type of training at that time. █████ reviewed her account agreement and setup form, which was dated July 30, 2001.

█████ said she is on automatic clock rings and her scheduled day off is Monday. █████ stated that she doesn't change her days off in the system if she works another day.

█████ reviewed a spreadsheet containing approximately \$3,021.53 in questionable transactions. █████ also reviewed corresponding travel card statements. █████ confirmed that the transactions appeared to be an accurate reflection of card usage. █████ explained that she used the card when she was on local travel and while on

details. [REDACTED] said she was not aware there was a rule pertaining to a 50 mile radius and a rule of 12 hours or more. [REDACTED] again advised that she has not used the travel card in the same manner since her conversation with [REDACTED] in October 2010. [REDACTED] said her card is still active and does not have an outstanding balance. (Exhibit 2)

On February 14, 2011, SA [REDACTED] completed a review of travel regulations for Postal Service employees. According to Handbook F-15 (Travel and Relocation), local travel is defined as traveling within a 50 mile radius of the employee's permanent duty station in which lodging is not needed. No per diem is allowed if the employee is in travel status for less than 12 hours during the same calendar day. According to Management Instruction FM-640-2004-1, the government issued travel card is to be used only for official travel expenses. The card may not be used for personal expenses. (Exhibit 3)

V. EXHIBITS

1. Memorandum of Activity, Review of Transactions, dated February 1, 2011.
2. Memorandum of Interview, [REDACTED] [REDACTED], dated February 10, 2011.
3. Memorandum of Activity, Review of Travel Regulations, February 14, 2011.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
GREAT LAKES AREA FIELD OFFICE
433 W. HARRISON STREET, SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 11UISL0161FF02FF

CROSS REFERENCE #: 10ACH17168

TITLE: C [REDACTED]
[REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM September 9, 2010 TO December 2, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
Chief Ethics Officer [REDACTED]

PREPARED BY: [REDACTED]

DATE: 12/02/2010

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- I. PREDICATION
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I. PREDICATION

On September 9, 2010, the reporting agent (RA) received an audit referral allegation. The allegation reviewed cash advance withdrawals, eTravel vouchers, and Citbank statements for the period of January of 2009, through August of 2010, and determined [REDACTED] obtained \$2,696.92 in cash advance withdrawals without supporting documentation entered into the eTravel system.

II. SYNOPSIS

The RA reviewed [REDACTED] government credit card statements from [REDACTED] through [REDACTED]. During that time frame [REDACTED] personally benefited \$3,325.87 from the misuse of his government VISA credit card by taking out unauthorized cash advances (Exhibit 1). [REDACTED] was not subjected to any interest or late fees as a result of using his government VISA credit card for personal use. During the twenty-three month review, [REDACTED] had a balance on the government VISA credit card for every month but three. On November 2, 2010, [REDACTED] paid his \$612.00 balance on his government VISA credit card that was overdue from \$600.00 he advanced himself for a Caribbean cruise he and [REDACTED] took in [REDACTED].

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] is a business project leader for the Integrated Business Systems Solutions Center (IBSSC). [REDACTED] is domiciled at the [REDACTED] Service Center located at [REDACTED]. [REDACTED] entered on duty date with the U.S. Postal Service was [REDACTED]. [REDACTED] direct supervisor is the manager of [REDACTED].

IV. DETAILS

On October 8, 2010, the RA and Special Agent (SA) [REDACTED] interviewed [REDACTED] (Exhibit 2). Before the RA asked any questions, [REDACTED] was read and acknowledged his Garrity Rights (Exhibit 3).

The RA stated to [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The RA told [REDACTED] that from January of 2009, through August of 2010, he used the government VISA credit card to obtain approximately \$2,800.00 in cash advances

without the proper eTravel documentation. [REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

At this point the RA, SA [REDACTED], and [REDACTED] left the conference room and went to [REDACTED] office where he filed his government VISA credit card statements. We returned to the conference room with a couple of folders that [REDACTED]
[REDACTED]

[REDACTED] The RA viewed [REDACTED] government VISA credit card statements (Exhibit 5). The RA stated to [REDACTED] that he got a cash advance on September 3, 2010, for \$300.00 and on September 9, 2010, for \$300.00. [REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]

The RA stated that on the August statement there was a \$200.00 cash advance on August 2, 2010, that was carried over to the September statement. [REDACTED]

[REDACTED]

[REDACTED]

The RA stated to [REDACTED] the August 18, 2010, statement for \$201.80 was due on September 12, 2010. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] The RA asked [REDACTED] if he was going to find any misappropriation of travel funds other than the cash advances on any travel documents he submitted and he responded in the negative.

[REDACTED] gave the RA permission to take the various government VISA credit card statements he had in a file. The RA was also given permission to take letters from the government VISA credit card stating that [REDACTED] account was past due (Exhibit 5).

On October 8, 2010, the RA discussed his findings with [REDACTED] via telephone. Per [REDACTED] request the RA took possession of [REDACTED] government VISA credit card and delivered it to [REDACTED] secretary.

The RA asked [REDACTED] to provide all of his CitiBank Government VISA credit card statements from [REDACTED] (Exhibit 7). The RA prepared an excel spreadsheet that showed [REDACTED] obtained 22 unauthorized cash advances on his government VISA credit card for personal use during the aforementioned timeframe (Exhibit 1).

V. EXHIBITS

- 1.) Excel spreadsheet detailing all activity on [REDACTED] government VISA from January of 2009, through November of 2010
- 2.) Memorandum of Interview – [REDACTED] – 10.08.10
- 3.) Garrity Right – [REDACTED] – 10.08.10
- 4.) Personal and government VISA credit cards of [REDACTED]
- 5.) [REDACTED] various government VISA statements and letters stating account was overdue obtained on 10.08.10
- 6.) Sworn written statement – [REDACTED] – 10.08.2010
- 7.) [REDACTED] government VISA credit card statements from January of 2009, through November of 2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
PACIFIC AREA FIELD OFFICE
2300 REDONDO BOULEVARD, 2nd FLOOR
LONG BEACH, CA 90809-0189

CASE #: 11UISM3605FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM July 21, 2011 TO November 8, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED], ACTING MANAGER, OPERATIONS PROGRAMS
[REDACTED] DISTRICT MANAGER, [REDACTED]
[REDACTED] MANAGER, LABOR RELATIONS, [REDACTED]
[REDACTED] MANAGER, HUMAN RESOURCES, [REDACTED]
[REDACTED] MANAGING COUNSEL, LAW DEPARTMENT, [REDACTED]

PREPARED BY: [REDACTED]

DATE: 11/8/2011

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I. PREDICATION

On July 21, 2011, [REDACTED] Operations Programs Support (MOPS), [REDACTED] notified the U. S. Postal Service Office of Inspector General (USPS OIG) there appeared to be questionable activity regarding a FasTrak transponder assigned to the Vehicle Maintenance Facility (VMF) [REDACTED]. [REDACTED] informed the reporting agent (RA) it appeared [REDACTED], allegedly had used a FasTrak transponder assigned to the San [REDACTED] for personal use on numerous occasions.

On July 26, 2011, the RA met with [REDACTED] and [REDACTED] Manager, [REDACTED]. In approximately April or May 2011, [REDACTED] Programs Specialist, conducted a District-wide inventory review of the FasTrak transponders assigned to the [REDACTED] District. The review was conducted to locate the FasTrak transponders and to determine how many were transponders were needed.

According to [REDACTED] there was no reason for [REDACTED] employee to cross the [REDACTED] Bridge. It was possible a [REDACTED] toll could be charged; however, it would not be a common occurrence.

advised that during the review, [REDACTED]

[REDACTED] was on extended sick leave and his medical documentation indicated he was off duty until approximately August 1, 2011.

On August 2, 2011, the RA received copies of the September 2008 through June 2011 FasTrak statements [REDACTED].

On August 22, 2011, the RA learned [REDACTED] recent medical documentation placed him off work indefinitely.

II. SYNOPSIS

Postal management reported questionable toll expenses charged to FasTrak tag # [REDACTED] in [REDACTED] possession to the USPS OIG. The RA's review identified approximately 1,274 tolls charged to FasTrak tag # [REDACTED], totaling approximately \$5,183.00, from August 25, 2006 through May 11, 2011.

On November 2, 2011, during the interview with OIG agents

III. BACKGROUND/SUBJECT IDENTIFICATION

FasTrak, as provided by www.bayareafasttrak.org, was an electronic toll collection (ETC) system that allowed the customer to prepay bridge tolls and eliminated the requirement to stop at the toll plaza to render toll payment. Three components comprised the ETC system: 1) a toll tag (transponder), which is placed inside the customer's vehicle; 2) an overhead antenna, which read the toll tag and collected the toll; and 3) video cameras to identify toll evaders. When a customer passed through a toll lane, the FasTrak tag was read and the toll was deducted from the prepaid toll balance. Once the customer reached his replenishment threshold, the customer's account was replenished automatically when the account was associated with a credit card.

The FasTrak system tracked the customer's usage and account balance. An itemization of the customer's tolls and account balance was provided in either a monthly or quarterly statement.

On January 19, 1981 [REDACTED] received his Postal Service career appointment as a

[REDACTED]
[REDACTED], he accepted a detail as the Acting Manager, [REDACTED]

In approximately April 2003, [REDACTED] became the Manager [REDACTED], which was a Level 22 position. In 2007 [REDACTED]
[REDACTED]

As part of the detail [REDACTED] traveled to other VMFs to perform audits. He also provided guidance to the VMFs. The pilot project dissolved in 2008.

The investigation began on approximately July 21, 2011 and concluded on November 8, 2011.

IV. DETAILS

Allegation: [REDACTED] allegedly used the Postal Service's FasTrak transponder for personal use.

Allegation Findings: On September 29, 2011, the RA interviewed [REDACTED]. The RA identified herself, presented her credential and explained the purpose of the interview was to [REDACTED] questions regarding the FasTrak toll bridge "ID tags," also referred to as "transponders," utilized by the [REDACTED] District.

[REDACTED] explained she was responsible for FasTrak account # [REDACTED] and the FasTrak ID Tags under this account that were assigned to the Customer Services departments: District Manager, Finance, Human Resources, and MOPS. The VMF was included in the MOPS department. [REDACTED] assigned government SmartPay credit card was on file with FasTrak and was charged periodically to maintain the required FasTrak balance. She received the monthly FasTrak statement for account # [REDACTED]

In approximately April 2011, [REDACTED] initiated a review of her assigned FasTrak account. She identified the FasTrak ID Tags numbers in each department's possession and initiated updating the new vehicles assigned to the departments. During the review, [REDACTED] noticed numerous toll charges for the [REDACTED] Bridge by FasTrak ID Tag

[REDACTED] explained she questioned the toll activity for the [REDACTED] Bridge because of the frequency of the charges and the [REDACTED] District did not have offices in the area. [REDACTED] also questioned the frequency of the toll charges for the [REDACTED] Bridge and noticed FasTrak ID Tag # [REDACTED] was frequently charged for [REDACTED] Bridge tolls. [REDACTED] explained the Customer Services employees usually did not travel via the [REDACTED] Bridge; on occasion an employee may attend a meeting in [REDACTED].

On approximately July 26, 2011, [REDACTED] met with [REDACTED], Acting Manager, VMF, to determine which FasTrak ID Tag numbers were in the possession of the VMF. [REDACTED] provided that FasTrak ID Tag # [REDACTED] was currently in [REDACTED] possession.

On November 2, 2011, the RA and Assistant Special Agent-In-Charge (ASAC) [REDACTED] interviewed [REDACTED]. The agents identified themselves, presented their credentials and explained the purpose of the interview was to ask him questions regarding his FasTrak usage. Initially [REDACTED] requested to be interviewed at his work location upon his return to work on approximately [REDACTED]. [REDACTED] had been in a sick leave status since approximately mid-May 2011.

[REDACTED] The RA requested [REDACTED] inform the agents if he experienced any physical discomfort during the interview. [REDACTED] was provided with his Garrity rights per the U. S. Postal Service "Acknowledgement of Rights" form, which he initialed and signed indicating that he was willing to be interviewed (Exhibit 3).

When [REDACTED] first reported to the [REDACTED] in 2002, the FasTrak transponders were already assigned to Postal Service departments [REDACTED].

[REDACTED] Each of the three transponders was affixed to a green log book with velcro and when a transponder was needed for VMF-related travel, the postal employee signed a log book and used the corresponding transponder.

[REDACTED] The RA asked if he drove the staff vehicle to his residence and [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

██████████ traveled to other VMFs to perform audits. He traveled to ██████████ VMF for meetings with the ██████████, who was also the ██████████ Manager. ██████████ also traveled to the ██████████ to perform his detailed duties and when he traveled by air to meetings and/or classes, ██████████

██████████

██████████

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██████████

The RA asked ██████████ the average cost of his personal monthly FasTrak activity and he replied, "\$160.00." The RA stated that ██████████ work commute involved paying a toll on his way to work and paying a toll on his way home and ██████████

██████████

██████████

The RA asked [REDACTED] if the Postal Service transponder was with him now and [REDACTED]

The RA stated the Postal Service paid approximately \$5,100.00 in tolls for [REDACTED]

[REDACTED] went upstairs and returned with Postal Service transponder # [REDACTED] and what appeared to be invoices and personal papers. The RA verified the transponder's number in [REDACTED] possession matched the spreadsheet's "Tag Number/Plate" column, [REDACTED]

The RA asked [REDACTED] why he did not keep the transponder with the keys to the VMF Manager's staff vehicle. [REDACTED] Later in the interview, the RA stated she did not recall entering toll charges relating to the [REDACTED] Bridge.

[REDACTED] On February 18, 2011, [REDACTED] personal FasTrak statement reflected a 9:32 a.m. toll charge on the [REDACTED] Bridge; the spreadsheet reflected a February 18, 2011, 3:43 a.m. toll charge on [REDACTED] Bridge. The comparison did not disclose duplicate toll charges.

The RA directed [REDACTED] attention to page 2 of [REDACTED] personal two-paged FasTrak statement that reflected [REDACTED] total toll charges for the 3 month period covered by the statement was \$180.00. The RA stated that [REDACTED] did not average \$160.00 in toll charges a month.

[REDACTED]

The RA noted that on February 18, 2011, less than six hours transpired from [REDACTED] crossing the [REDACTED] at 3:43 a.m., presumably commuting to work, and crossing the [REDACTED] Bridge at 9:22 a.m., presumably returning home. The RA asked [REDACTED] if he had Virtual Private Network (VPN) access and worked from home.

[REDACTED]

The RA asked [REDACTED] why he had the Postal Service transponder and [REDACTED]

The RA stated there were approximately five toll charges for the [REDACTED] Bridge on the spreadsheet and [REDACTED]. The RA informed [REDACTED] the Postal Service's records, meaning the FasTrak statements, available only went back as far as 2006.

[REDACTED]

The RA asked [REDACTED] if he was willing to reimburse the Postal Service approximately \$5,100.00. The RA added that if he wanted to dispute the toll charges during 2007, he would have to address that matter with postal management.

[REDACTED]

[REDACTED] provided a sworn written statement (Exhibit 4).

ASAC [REDACTED] requested a photocopy of [REDACTED] FasTrak statement he had shared earlier with the agents. [REDACTED] returned with a photocopy of page 1 of the 2-page (front and back) statement (Exhibit 2, Attachment 4). The RA requested a photocopy of page 2. [REDACTED]

[REDACTED] initialed and dated each page of the 29-page spreadsheet to document the information he reviewed (Exhibit 2, Attachment 2).

[REDACTED]

The RA phoned [REDACTED] presence, placed the call on speaker phone and apprised her briefly of the interview. Next, [REDACTED] spoke individually with [REDACTED] and the RA (off speaker). [REDACTED] instructed [REDACTED] to provide his postal accountable property to the RA. [REDACTED] provided his Postal Service identification badge, three keys and the Postal Service FasTrak transponder to the RA. The RA prepared a handwritten receipt listing [REDACTED] accountable property, which he and the RA signed (Exhibit 2, Attachment 5).

On November 7, 2011, the RA concluded her review of 53 FasTrak statements the San Francisco District received for the period August 24, 2006 through June 23, 2011 for account # [REDACTED] (Exhibit 5). The RA prepared a spreadsheet itemizing all toll activity for FasTrak "tag" # [REDACTED] (Exhibit 6). A FasTrak tag was also known as a "transponder."

The RA identified approximately 1,274 toll transactions charged to FasTrak tag # [REDACTED], totaling approximately \$5,183.00 (Exhibits 6 and 7). The toll charges were expensed at the following [REDACTED] Department of Transportation [REDACTED] operated bridges; [REDACTED] and [REDACTED] was operated by [REDACTED], Highway and Transportation District [REDACTED]. The [REDACTED] was commonly referred to as [REDACTED] Bridge."

During 2006 through approximately January 31, 2007, the tolls for the [REDACTED] operated bridges were \$3.00 each. On approximately February 1, 2007, the toll increased to \$4.00. However, the amount of the [REDACTED] Bridge toll fluctuated depending on the time of day the vehicle crossed the bridge. On approximately July 1, 2010, the tolls for the [REDACTED] operated bridges increased from \$4.00 to \$5.00 including the [REDACTED] Bridge toll. The [REDACTED] Bridge toll continued to fluctuate depending on the time of day the vehicle crossed the bridge. The [REDACTED] Bridge toll during the period FasTrak tag # [REDACTED] was expensed was \$5.00.

The RA's review disclosed the majority of toll charges associated with FasTrak tag # [REDACTED] occurred at the [REDACTED] and [REDACTED] Bridges; FasTrak tag # [REDACTED] was charged on approximately 678 occasions at the Bay Bridge and on approximately 551 occasions at the [REDACTED] Bridge (Exhibits 8 and 9). FasTrak tag

[REDACTED] was charged on approximately 39 occasions at the [REDACTED] Bridge; approximately two occasions at the [REDACTED] Bridge; and four occasions at the [REDACTED] Bridge (Exhibit 10). The RA's review did not identify toll activity for FasTrak tag # [REDACTED] at the [REDACTED] Bridge [REDACTED]

On November 7, 2011, incident to concluding the RA review of the FasTrak statements, spreadsheets and summaries, the RA corrected approximately seven dates incorrectly entered into the spreadsheet she reviewed with [REDACTED] on November 2, 2011. The following are the revisions:

Item #	Entries on 11/2/2011 Spreadsheet	Corrected Dates
56	3/11/2008	3/11/2007
580	5/19/2008	5/19/2009
581	5/19/2008	5/19/2009
704	9/23/2011	9/23/2009
760	12/1/1990	12/1/2009
878	3/31/2011	3/31/2010
934	5/18/2011	5/18/2010

On November 8, 2011, [REDACTED], Acting Manager, [REDACTED] District, provided the RA with [REDACTED] Employee Training History Record (Exhibit 11).

On November 8, 2011, the RA submitted an OIG Amended PS Form 2091, Flag-Possible Set-Off Action, to the Accounting Service Center, Eagan, MN, notifying their office to withhold \$5,183.00, incident to the OIG investigation involving [REDACTED] for allegedly using the Postal Service's FasTrak transponder for personal use (Exhibit 12).

V. EXHIBITS

1. Memorandum of Interview, [REDACTED] September 29, 2011
2. Memorandum of Interview, [REDACTED] November 2, 2011
 - Attachment 1: Garrity Warning
 - Attachment 2: Schedule of questionable FasTrak activity for transponder # [REDACTED] initialed and dated on November 2, 2011
 - Attachment 3: Sworn written statement, [REDACTED] dated November 2, 2011

- Attachment 4: Page 1 of [REDACTED] personal FasTrak statement
Attachment 5: Signed receipt of [REDACTED] accountable property
3. Garrity Warning, [REDACTED], dated November 2, 2011
 4. Sworn written statement by [REDACTED], dated November 2, 2011
 5. FasTrak Statements August 2006 through May 2011
 6. Spreadsheet itemizing toll activity for FasTrak tag # [REDACTED]
 7. Summary of statement toll charge totals for FasTrak tag # [REDACTED]
 8. Summary of [REDACTED] Bridge tolls for FasTrak tag # [REDACTED]
 9. Summary of [REDACTED] Bridge tolls for FasTrak tag #01330760870
 10. Summary of [REDACTED] and [REDACTED] Bridge tolls for FasTrak tag # [REDACTED]
 11. [REDACTED] Employee Training History Record
 12. OIG Amended PS Form 2091

EXHIBITS:

1. MOI-[REDACTED]-092911
2. MOI-[REDACTED]-110211
3. GARRITY-[REDACTED]-110211
4. SSF-[REDACTED]-110211
5. MOA-[REDACTED]-Analysis of FasTrak Statements-110711
6. ATCH-[REDACTED]-Spreadsheet Itemized Tolls-110711
7. ATCH-[REDACTED]-Summary of Toll Charges by Statements-110711
8. ATCH-[REDACTED]-Summary of [REDACTED] Tolls-110711
9. ATCH-[REDACTED]-Summary of [REDACTED] Bridge Tolls-110711
10. ATCH-[REDACTED]-Summary of [REDACTED] Tolls-110711
11. ATCH-[REDACTED]-Training History-110811
12. ATCH-[REDACTED]-OIG Amended PS Form 2091-110811



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
WESTERN AREA FIELD OFFICE
P.O. BOX 17147
DENVER, CO 80217-0147

CASE #: 11UIISO3517FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM August 14, 2011 TO October 17, 2011

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

DISTRIBUTION:

[REDACTED]
HELEN GRANT, ASSOCIATE GENERAL COUNSEL / CHIEF ETHICS OFFICER,
WASHINGTON, D.C.

PREPARED BY: SPECIAL AGENT [REDACTED]

DATE: 12/10/2011

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- II. SYNOPSIS
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- IV. DETAILS
- V. EXHIBITS

I. PREDICATION

On September 16, 2011, Postmaster (PM) [REDACTED] Post Office, [REDACTED], contacted the U.S. Postal Service Office of Inspector General (USPS-OIG), and reported an apparent travel fraud committed by Rural Carrier Associate (RCA) [REDACTED]. PM [REDACTED] related that [REDACTED] was sent out-of-town for training for the period from August 14 - 29, 2011, to [REDACTED], and later to [REDACTED]. She received two cash travel advances prior to departing for training (which were in excess of \$1,000). Upon [REDACTED] return, she provided PM [REDACTED] with several documents to support her settlement travel voucher; at least one hotel receipt appeared to have been altered to reflect more hotel stays than were originally shown.

II. SYNOPSIS

Investigation determined that [REDACTED] was sent out-of-town for training for the period from August 14 - 29, 2011; August 14-19, 2011, to [REDACTED] and August 23-26, 2011, to Post Falls, ID. She received two cash travel advances prior to departing for training; one on August 8, 2011, for \$486 and the other on August 23, 2011, for \$580 (an aggregated total of \$1,066). Upon [REDACTED] return, she provided PM [REDACTED] with several altered documents and receipts to support her settlement travel voucher. The alterations indicated she had more hotel stays than were originally shown. A voluntary, non-custodial interview of [REDACTED] was conducted on September 23, 2011, at which time she admitted [REDACTED]. On October 24, 2011, PM [REDACTED] collected \$1,012.55 of [REDACTED] outstanding \$1,066 cash travel advance payments, leaving \$53.45 due from her on the two outstanding cash travel advances.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] started working for the Postal Service as an [REDACTED]. PM [REDACTED] terminated [REDACTED] from her position [REDACTED].

IV. DETAILS

On September 16, 2011, Special Agent (SA) [REDACTED] Associate Office, USPS-OIG, [REDACTED], was contacted by PM [REDACTED] who reported an apparent travel fraud committed by [REDACTED].

PM [REDACTED]

[REDACTED] Upon [REDACTED] return, she provided PM [REDACTED] with several documents to support her settlement voucher; however, at least one hotel receipt appeared to have been altered to reflect more hotel stays than were originally shown. One of the receipts, for the Post Falls (ID) Comfort Inn, appeared to originally have shown a single stay but was possibly altered to reflect multiple stays (Exhibit #1).

On September 21, 2011, PM [REDACTED] sent SA [REDACTED] a partial set of [REDACTED] travel documents (Exhibit #2). A review of those documents revealed [REDACTED] claimed to have stayed at the Best Western [REDACTED] Inn, [REDACTED], for the period from August 14 -18, 2011, which resulted in a total expense of \$495.65. Also disclosed was her claim for a stay at the [REDACTED] Comfort Inn for the period from August 23 - 26, 2011, which resulted in a total expense of \$562.00. The aggregated total of her claimed hotel stays was \$1,057.65.

On September 22, 2011, SA [REDACTED] contacted the [REDACTED] Comfort Inn hotel and spoke to manager [REDACTED]. SA [REDACTED] sent [REDACTED] a copy of the Comfort Inn hotel receipt for an apparent August 23, 2011, overnight stay that [REDACTED] submitted to PM [REDACTED]. SA [REDACTED] asked [REDACTED] if the receipt correctly reflected the amount of time that [REDACTED] spent at his hotel; [REDACTED] confirmed that it was correct (Exhibit #3).

On September 23, 2011, SAs [REDACTED] and [REDACTED] interviewed [REDACTED] at the [REDACTED]. After discussing her two official training / travel excursions in detail, [REDACTED] admitted to falsifying the [REDACTED] Comfort Inn hotel receipt as well as the alleged note from the [REDACTED] Best Western [REDACTED] hotel.

[REDACTED]
(Exhibit #4).

On September 26, 2011, PM [REDACTED] provided SA [REDACTED] with a brief, typewritten statement from him and [REDACTED] Customer Services Supervisor (CSS) [REDACTED] in which is related details of [REDACTED] official travel process (Exhibit #5). PM [REDACTED] also provided a more complete set of [REDACTED] travel-related documents (Exhibit #6).

On October 17, 2011, PM [REDACTED] notified SA [REDACTED] that he had terminated [REDACTED] from her position (Exhibit #7).

On October 24, 2011, PM [REDACTED] informed SA [REDACTED] that he had collected \$1,012.55 of [REDACTED] outstanding \$1,066 cash travel advance payments by having her endorse her two travel settlement checks and made them payable to the U.S. Postal Service.

AGENT COMMENT: This left \$53.45 due from [REDACTED] on her two outstanding cash travel advances.

V. EXHIBITS

1. Memorandum of Activity (MOA) – Receipt of Information, dated September 21, 2011.
2. Copies of [REDACTED]-submitted travel documents, various dates.
3. MOA – Receipt of Information (Comfort Inn), dated September 21, 2011.
4. Memorandum of Interview (MOI) – [REDACTED] dated September 23, 2011.
5. Copy of PM [REDACTED] and CSC [REDACTED] typewritten statement, undated.
6. Copies of additional [REDACTED]-submitted travel documents, various dates.
7. Copy of [REDACTED] termination PS-50, dated November 2, 2011.
8. MOA - [REDACTED] – Recovery, dated October 24, 2011.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
WESTERN AREA FIELD OFFICE
P.O. BOX 17147
DENVER, CO 80217-7147

CASE #: 11UISU1955FF03FF

CROSS REFERENCE #: 10UISF1587FF04FF

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM March 19, 2011 TO January 9, 2012

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:
NONE

DISTRIBUTION:

[REDACTED]
MANAGER, MAINTENANCE

[REDACTED] PROCESSING & DISTRIBUTION CENTER
[REDACTED]

[REDACTED]
MANAGER, FINANCE
[REDACTED]

[REDACTED]
MANAGER, LABOR RELATIONS
[REDACTED]

[REDACTED]
SENIOR PLANT MANAGER
[REDACTED] PROCESSING & DISTRIBUTION CENTER
[REDACTED]

[REDACTED]
DISTRICT MANAGER
[REDACTED]

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PREPARED BY: [REDACTED]

DATE: 1/9/2012

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On March 9, 2011, the United States Postal Service, Office of Inspector General (USPS-OIG), opened an investigation into allegations that the Citibank Government travel card issued to [REDACTED]

[REDACTED] Processing and Distribution Center (PDC), [REDACTED]

[REDACTED], had been used for unauthorized charges in [REDACTED]

[REDACTED] was attending official postal training in [REDACTED]

II. SYNOPSIS

Our investigation determined that, between January 23, 2011, and February 7, 2011, while [REDACTED] was on official postal travel to [REDACTED], \$1,453.83 in unauthorized charges were made to [REDACTED] Citibank Government travel card. The charges included \$10.98 in purchases at Super America [REDACTED], \$24.54 in charges at Super America [REDACTED], \$1,390.50 in cash advances from Wells Fargo Bank ATMs, located in [REDACTED] and \$27.81 in cash advance fees.

In an interview with USPS-OIG, [REDACTED] identified the person, seen in Super America surveillance video, who had used his Citibank Government travel card to make the unauthorized charges. He explained that she was a friend of his whom he suspected had entered his home while he was in [REDACTED]

[REDACTED] provided a sworn written statement in which he stated that he had identified the woman, who used his Citibank credit card without his permission, as [REDACTED] after viewing a photo of her using the credit card. [REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] entered on duty with the U.S. Postal Service on [REDACTED], and has been employed as an [REDACTED] PDC, since that time. His supervisor is [REDACTED] Supervisor, [REDACTED] PDC, and the approving official for [REDACTED] travel charges is [REDACTED] Manager, [REDACTED] PDC.

The Citibank Government Services Travel Card Program Cardholder Account Agreement, section (3), Loss, Theft or Unauthorized Use, states: "I agree to notify the Bank and my Agency/Organization immediately of any loss, theft or unauthorized use of the Card or Account....I will not be liable for unauthorized charges that are made on my Card." **Section (8), Purchases and Cash Advances, paragraph D. Personal Identification Number**, states: "I agree to take all reasonable precautions to prevent any other person from learning my PIN or using my Card to make unauthorized transactions. I agree not to write my PIN on my Card or on any material I keep with the Card. I agree that if I voluntarily give the Card and my PIN to someone else for any reason, I am authorizing all transactions made by that person."

The USPS F-15, Travel and Relocation Handbook, provides policy for all U.S. Postal Service employees who travel while conducting official Postal Service business. **Section 3-2.1, Government Travel Card System, What It Is**, provides that "The Government Travel Card System is a program offered by the Postal Service in which an individual government travel card with automatic teller machine (ATM) privileges is issued to designated employees for use while on official travel." **Section 3-2.4, Responsibilities of the Cardholder**, states that "As a cardholder, you are accountable for all charges made with the card. Therefore, you must always . . . Protect the card against unauthorized use." **Section 3-2.4.1, If the Card Is Lost or Stolen**, requires the cardholder to follow these steps: "1. Notify the travel card company. 2. Notify your government travel card coordinator."

IV. DETAILS

Allegation 1:

The Citibank Government travel card issued to [REDACTED] was used to make unauthorized charges.

Allegation 1 Findings:

On March 9, 2011, Special Agent (SA) [REDACTED] U.S. Postal Service (USPS), Office of Inspector General (OIG), reviewed a copy of the Citibank Government

travel card statement for [REDACTED], dated March 15, 2011 (Exhibit 1). The statement showed \$1,453.83 in charges to the account, which occurred between January 23, 2011, and February 7, 2011. As summarized on the table below, the charges included \$10.98 in purchases at Super America [REDACTED]; \$24.54 in charges at Super America [REDACTED]; \$1,390.50 in cash advances from Wells Fargo Bank ATMs, located in [REDACTED]; and \$27.81 in cash advance fees.

Date	SA-4161	SA-4378	Wells Fargo ATM	
1/23/2011	10.98			
1/27/2011			302.50	6.05
1/28/2011			502.50	10.05
1/29/2011			502.50	10.05
2/1/2011			83.00	1.66
2/1/2011		10.98		
2/7/2011		13.56		
Totals	10.98	24.54	1,390.50	27.81
GT				1,453.83

On March 9, 2011, SA [REDACTED], also reviewed a copy of [REDACTED] Police Department [REDACTED] Report, Case Control Number [REDACTED], dated February 8, 2011 (Exhibit 2). The [REDACTED] Report indicated that [REDACTED] had reported three credit cards, including his Citibank Government travel card; a debit card; and a blank personal check stolen from his home while he was out of town from January 4, 2011, until January 29, 2011. [REDACTED]

On March 15, 2011, [REDACTED], Security Manager, Super America (SA), provided two images for the transaction which occurred on January 23, 2011, at SA [REDACTED], located at [REDACTED] (Exhibit 3). The images showed a black female making a purchase at approximately 7:51 a.m. on January 23, 2011.

[REDACTED]

On March 18, 2011, SA [REDACTED] obtained copies of the video from SA [REDACTED], for January 23, 2011, and from SA [REDACTED], for February 1, 2011 and February 7, 2011. A review of the videos for SA [REDACTED] showed a black female, which resembled the black female on the images from SA [REDACTED] making purchases on both dates (Exhibit 4).

On April 13, 2011, [REDACTED] Financial Crimes Investigations, Wells Fargo Bank, reported that video could not be obtained of the ATM transactions.

On September 21, 2011, SA [REDACTED] received from [REDACTED] Officer, USPS-OIG, a compilation of the three video segments showing the use of [REDACTED] Citibank Government travel card at the Super America locations (Exhibit 5).

On October 17, 2011, SA [REDACTED] spoke with [REDACTED], Finance, Northland District, who confirmed that the Citibank Government travel card for [REDACTED] had been credited for the unauthorized charges (Exhibit 6). Although [REDACTED] was unable to locate any other paperwork related to [REDACTED] Citibank Government travel card, she also confirmed that the card had been closed, and no other government travel card had been issued to [REDACTED].

On November 9, 2011, SA [REDACTED] reviewed eTravel transactions submitted by [REDACTED] for 2010 and 2011 (Exhibit 7). Only one travel voucher was submitted during these two years. On February 7, 2011, [REDACTED] submitted a voucher, which was approved by [REDACTED] on February 8, 2011. The total amount of the voucher was \$1,258.50 and consisted of four expenses - 1/3/2011 per diem, [REDACTED]; 1/3/2011 mileage for personal vehicle to/from [REDACTED]; 1/3/2011 phone calls; and 1/17/2011 per diem, [REDACTED].

On December 9, 2011, SA [REDACTED] and SA [REDACTED], USPS-OIG, interviewed [REDACTED] Operations, [REDACTED] Processing & Distribution Center, [REDACTED] regarding unauthorized charges to his Citibank government travel card (Exhibit 8).

Prior to asking any questions, SA [REDACTED] and SA [REDACTED] advised [REDACTED] of their official identity and the purpose of the interview. SA [REDACTED] advised [REDACTED] of his Garrity rights (Exhibit 9). [REDACTED] initialed each item on the USPS-OIG Garrity Warning form and signed the form to indicate that he understood her rights. [REDACTED] did not request representation.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

When asked what he thought had happened, [REDACTED]

When it was suggested that he had a good idea who took the credit cards, [REDACTED]

[REDACTED] When shown a photo from the Super America store where his Citibank travel card had been used on January 23, 2011, [REDACTED] identified the woman in the photo as [REDACTED] (Exhibit 10).

[REDACTED] provided a sworn written statement in which he stated that he had identified [REDACTED] from a photo as the person who used his Citibank credit card without his permission (Exhibit 11). [REDACTED]

[REDACTED] provided the address [REDACTED], where she had lived with her husband, [REDACTED], for 2-3 years. [REDACTED]

On January 9, 2012, SA [REDACTED] met with Lieutenant [REDACTED] Police Department, to provide further information regarding the photo identification of the person shown using [REDACTED] Citibank travel credit card to make unauthorized purchases at Super America stores in [REDACTED]. A Supplemental ROI will be provided if further information is developed as a result of the referral.

V. EXHIBITS

1. Citibank Statement, [REDACTED], 2/18/2011
2. [REDACTED] Police Report, [REDACTED], 2/8/2011
3. Images from Super America [REDACTED] Video, 1/23/2011
4. Image from Super America [REDACTED] Video, 2/1/2011
5. Video compilations of Super America Transactions, 1/23/11, 2/1/2011, and 2/7/2011
6. Citibank Statement, [REDACTED] 4/12/2011
7. IAR, Etravel Data, [REDACTED] 11/9/2011
8. MOI, [REDACTED] 12/9/2011
9. Garrity, [REDACTED] 12/9/2011
10. Photo Identification of [REDACTED] 12/9/2011
11. Sworn Statement, [REDACTED] 12/9/2011



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UISU2907FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM JULY 15, 2011 TO MARCH 20, 2012

STATUS OF CASE: CLOSED INVESTIGATION

SUMMARY OF INVESTIGATIVE ACTIVITY:

On July 14, 2011, the Office of Inspector General (OIG) received a referral from postal management, [REDACTED] District. According to the provided information, [REDACTED] Postmaster, [REDACTED] has been on a "detail" since January 2011. The detail relates to district route adjustments which require regional travel by personal vehicle.

[REDACTED] has been submitting travel vouchers through the eTravel database to claim reimbursement for travel expenses. Postal management believes [REDACTED] may have been miscalculating his mileage since January 2011 to present. The estimated overage provided is 3730 miles which is in excess of over \$2,000 in overpayments during this period. Postal management is concerned [REDACTED] knowingly falsified reimbursement documentation with the intent to defraud.

On August 8, 2011, OIG Analyst [REDACTED] provided a report detailing a query the United States Postal Service (USPS) Travel system (eTravel) for Privately Owned

Vehicle (POV) mileage reimbursements during October 1, 2009 to present (July 2011), made by [REDACTED]. Also, query Citi Manager Online database for USPS Travel Card information related to [REDACTED]. Employee Identification number is [REDACTED] (Exhibit 1).

Reporting Analyst (RA) [REDACTED] queried eTravel for all reported travel voucher transactions submitted by [REDACTED] since October 2009 to present. A total of 64 vouchers with a grand total of \$37,902.51, were submitted for various expenses (Exhibit 1). A query by expense type POV for fiscal year (FY) 2010 produced 72 rows of data, with a grand total of \$10,243.35 (Exhibit 1). A duplicate query for FY 2011 produced 49 rows of data, with a grand total of \$5,788.80 (Exhibit 1).

[REDACTED] concluded, queried Citi Manager for travel card data, zero results returned. [REDACTED] was issued a credit card; the credit limit is set to \$15,000. Queried eTravel for vehicle travel expenses submitted by [REDACTED] since October 1, 2009 to present, results returned 121 rows of data totaling \$16,032.15.

On September 20, 2011, SA [REDACTED] reviewed the USPS Handbook F-15. Chapter 7, "Determining Daily Expenses" establishes guidelines for mileage reimbursement for postal employees (Exhibit 2). Section 7-1.1.1.2 sub.d states in part:

"When it is advantageous to the Postal Service, you may be authorized to depart directly from and return directly to your home. The postal service may reimburse your for any mileage that exceeds the distance between your home and your permanent duty station."

On September 27, 2011, SA [REDACTED] interviewed [REDACTED] resides in [REDACTED] and works as Postmaster in the [REDACTED]

In these calculations, [REDACTED]

[REDACTED]
[REDACTED] made him aware of this requirement. As a result of this notification, he immediately contacted the district finance manager to address the problem historically. [REDACTED] provided copies of emails from this contact with [REDACTED] finance. [REDACTED]
[REDACTED]

[REDACTED] his home address has been:
[REDACTED]
[REDACTED]
[REDACTED]

On March 19, 2012, SA [REDACTED] discussed the details of this allegation with [REDACTED] District Manager, [REDACTED] District.

Based on the above, this investigation and details herein will be referred to postal management for review and action as deemed appropriate. **No response to this office is required.**

This investigation will be closed.

EXHIBITS:

1. USPS OIG Investigative Analysis Report dated, August 8, 2011.
2. Portion of USPS Handbook F-15

PREPARED BY:



DATE: 3/20/2012



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
GREAT LAKES AREA FIELD OFFICE
433 W. HARRISON STREET, SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 12UICH0802FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM December 28, 2011 TO January 26, 2012

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

DISTRIBUTION:

HELEN R. GRANT, CHIEF ETHICS OFFICER, WASHINGTON DC

PREPARED BY: SA [REDACTED]

DATE: 1/27/2012

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- IV. DETAILS
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I. PREDICATION

On December 28, 2011, this case was initiated based on information provided by [REDACTED] Manager, U.S. Postal Service (Postal Service), [REDACTED] stated he received a report from Citibank Visa titled "Cash Withdrawal With no Associated Travel", which disclosed [REDACTED] Coordinator, Postal Service, [REDACTED] District withdrew \$529.00 (cash and fees) using her government travel card. [REDACTED] stated [REDACTED] made five cash withdrawals between May and September 2011. [REDACTED] stated [REDACTED] was not on authorized travel when the withdrawals were made using her government card.

II. SYNOPSIS

Investigation developed evidence to support an allegation that [REDACTED] used her government credit card to withdraw funds from an Automated Teller Machine (ATM). [REDACTED] was not in a travel status when the funds were withdrawn using the government credit card. [REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] was hired by the Postal Service on [REDACTED] and, at the time of this investigation, was employed as a [REDACTED] at the [REDACTED] Post Office.

IV. DETAILS

On December 28, 2011, this case was initiated based on information provided by [REDACTED] stated he received a report from Citibank Visa titled "Cash Withdrawal with no Associated Travel" which disclosed [REDACTED] withdrew \$529.00 (cash and fees) using her government travel card. [REDACTED] made five cash withdrawals between May and September 2011. [REDACTED] was not on authorized travel when the withdrawals were made using her government card.

A review of the Cash Withdrawal With no Associated Travel report disclosed [REDACTED] withdrew \$529.00 (cash and fees) using her government travel card (**Exhibit 1**). Updates received from [REDACTED] Acting Manager, [REDACTED] District, disclosed as of January 13, 2012, [REDACTED] reduced her credit card balance to \$372.82.

[REDACTED]

[REDACTED]

On January 24, 2012, the Reporting Agent (RA) and Special Agent (SA) [REDACTED], Postal Service, Office of Inspector General (OIG), interviewed [REDACTED] at the [REDACTED] Post Office (**Exhibit 2**). [REDACTED] was informed the interview was in regards to the use of her government issued travel card. The RA advised [REDACTED] of her rights, via the Postal Service OIG Garrity Warning: Acknowledgment of Rights Form.

[REDACTED] did not request union representation during the interview.

[REDACTED] acknowledged her credit card was in arrears. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] provided a sworn written statement, which is attached to Exhibit 1.

V. EXHIBITS

1. Cash Withdrawal With no Associated Travel Report.
2. Memorandum of Interview of [REDACTED], dated January 24, 2012.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
GREAT LAKES AREA FIELD OFFICE
433 W. HARRISON STREET, SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 12UICH1384FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM February 10, 2012 TO March 19, 2012

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

DISTRIBUTION:
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED], CHIEF ETHICS OFFICER, [REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 3/19/2012

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I. PREDICATION

On February 10, 2012, this case was initiated based on information provided by [REDACTED] U. S. Postal Service (Postal Service), [REDACTED] District, related to the possible misappropriation of postal funds by [REDACTED] Secretary, Postal Service, Cent [REDACTED] District, [REDACTED] According to [REDACTED] requested to be reimbursed for the use of her personal vehicle through the eTravel system when she used the government travel card to purchase gasoline.

II. SYNOPSIS

Investigation developed evidence to support an allegation that [REDACTED] received mileage reimbursement in eTravel when she actually used the government travel card to purchase gasoline.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] was hired by the Postal Service on [REDACTED], and, at the time of this investigation, was employed as a Secretary at the [REDACTED] District.

IV. DETAILS

On February 10, 2012, this case was initiated based on information provided by [REDACTED] Manager, Postal Service, [REDACTED] District. According to [REDACTED] requested to be reimbursed for the use of her personal vehicle through the eTravel system when she used the government travel card to purchase gasoline. [REDACTED]

A review of eTravel vouchers submitted by [REDACTED] from June 2011 to September 2011 disclosed [REDACTED] was reimbursed \$1,071.52 for expenses related to her detail at the Great Lakes Area office. A review of the Citicard Statement Detail – Cardholder Statement for [REDACTED] from June 2011 to September 2011 disclosed [REDACTED] purchased fuel utilizing her government travel card ten times totaling \$562.89. The review disclosed [REDACTED] did not follow proper procedures when requesting reimbursement for expenses incurred while on her detail to the [REDACTED] Area office (Exhibit 1).

On February 29, 2012, the Reporting Agent (RA) and Special Agent (SA) [REDACTED] Postal Service, Office of Inspector General (OIG), interviewed [REDACTED]

(Exhibit 2). [REDACTED] was informed the interview was in regards to the use of her government issued travel card. The RA advised [REDACTED] of her rights, via the Postal Service OIG Garrity Warning: Acknowledgment of Rights Form, which is attached to Exhibit 2. [REDACTED] initialed and signed the Garrity form and agreed to answer questions. [REDACTED] did not ask for Union representation at any time during the interview.

X [REDACTED] stated she was detailed to a secretary position in the [REDACTED] Area from June 13, 2011 to September 9, 2011. She stated her detail was approved by [REDACTED] District Manager, Postal Service, [REDACTED] District. [REDACTED]

[REDACTED] was shown a spreadsheet which detailed the mileage and tolls she claimed from June 2011 to September 2011, which is attached to Exhibit 2. [REDACTED] was shown a printout of Citicard Statement Detail – Cardholder Statement for [REDACTED] which is attached to Exhibit 2. The spreadsheet indicated [REDACTED] was reimbursed for mileage for the month of July 2011. The printout also indicated gas purchases in the month of July on the government travel card. [REDACTED]

[REDACTED] was shown a printout of Citicard Statement Detail – Cardholder Statement for [REDACTED] which indicated [REDACTED] purchased fuel on July 29, 2011 for \$44.00 and July 30, 2011 for \$62.01. [REDACTED] stated "It was all in my vehicle." [REDACTED]

[REDACTED] was shown a printout of Citicard Statement Detail – Cardholder Statement for [REDACTED] which indicated [REDACTED] purchased fuel on August 2, 2011 for \$40.00 and August 3, 2011 for \$60.77. [REDACTED]

[REDACTED]

The amount reimbursed to [REDACTED] through the eTravel system totaled \$1,071.52. The amount of fuel purchased by [REDACTED] on the government travel card totaled \$562.89. The difference between what [REDACTED] was allowed to receive and what she was actually reimbursed was \$508.63.

V. EXHIBITS

1. Spreadsheet of [REDACTED]'s eTravel and fuel purchases from June 2011 to September 2011.
2. Memorandum of Interview of [REDACTED], dated February 29, 2012.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
WESTERN AREA FIELD OFFICE
PO Box 17147
Denver, CO 80217-0147

CASE #: 12UIDD0936FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM December 23, 2011 TO January 10, 2012

STATUS OF CASE: Referred to USPS

DISTRIBUTION:

[REDACTED]

[REDACTED]

[REDACTED]
Associate General Counsel/Chief Ethic Officer
[REDACTED]

PREPARED BY: [REDACTED]

DATE: 01/12/12

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I. PREDICATION

On December 23, 2011, the US Postal Service (USPS), Office of Inspector General (OIG), received an email from postal management advising that [REDACTED], Specialist, In Plant Support, [REDACTED], had an outstanding credit card bill (assigned government credit card [REDACTED]) totaling \$4,613.36. Postal management advised that [REDACTED] has not traveled for work since July 2011, and she was not authorized to use the credit card for personal use. The credit card statement showed that \$3,073.26 of the outstanding bill was past due more than 30 days.

II. SYNOPSIS

Our investigation determined that [REDACTED] used her assigned government Visa credit card on 16 occasions at various Automated Teller Machines (ATM) locations to obtain cash advances ranging from \$400.00 to \$500.00 each, without authorization from postal management.

On January 10, 2012, USPS-OIG agents interviewed [REDACTED], and she stated [REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED]

The USPS participates in the federal government's travel charge credit card program. Citibank (South Dakota) issues federal government employees the travel cards under General Services Administration (GSA) contract number GS-23F-98006. The travel card is a tool that enables USPS employees on travel to receive and charge government-rate airfare and lodging, avoid liability when operating a rental vehicle while on official business, and obtain travel advances via ATMs. All non-bargaining unit employees who travel on official business must have an individually billed travel charge card.

According to USPS policy (Management Instruction FM-640-2004-1), employees are only authorized to use the government issued travel charge card to pay for official travel

expenses. Employees may not use the travel card (Visa credit card) for personal expenses.

IV. DETAILS

SA X [REDACTED] reviewed the monthly credit card statements from April 2011 through December 2011 for the credit card assigned to [REDACTED] (Exhibit 1). The statement showed that from June 6, 2011 through December 27, 2011, the credit card assigned to [REDACTED] was used on 16 occasions at ATMs at various locations to obtain cash advances ranging from \$400.00 to \$500.00.

According to USPS travel vouchers submitted by [REDACTED] her last official business trip ended on July 8, 2011. From July 9, 2011 to December 27, 2011, the credit card was used on 12 occasions at ATMs at various locations to obtain cash advances (Exhibit 2).

Date	ATM Location	Amount	Work Status	Authorized
June 6, 2011 Monday	[REDACTED]	\$500.00	On Duty	NO
June 18, 2011 Saturday	[REDACTED]	\$400.00	Scheduled day off	NO
June 30, 2011	[REDACTED]	\$500.00	On Duty	NO
July 5, 2011 Tuesday	[REDACTED]	\$500.00	On Duty	NO
July 6, 2011 Wednesday	[REDACTED]	\$61.11	On Duty	Official travel
July 6, 2011 Wednesday	[REDACTED]	\$34.39	On Duty	Official travel
July 8, 2011 Friday	[REDACTED]	\$254.10	On Duty	Official travel
July 9, 2011 Saturday	[REDACTED]	\$500.00	Scheduled day off	NO
October 3, 2011 Monday	[REDACTED]	\$500.00	Sick leave	NO
October 7, 2011 Friday	[REDACTED]	\$500.00	On Duty	NO

October 9, 2011 Sunday	[REDACTED]	\$500.00	Scheduled day off	NO
October 20, 2011 Thursday	[REDACTED]	\$500.00	Sick leave	NO
October 27, 2011 Thursday	[REDACTED]	\$500.00	On Duty	NO
November 2, 2011 Wednesday	[REDACTED]	\$500.00	On Duty	NO
November 3, 2011	[REDACTED]	\$500.00	On Duty	NO
November 14, 2011 Monday	[REDACTED]	\$500.00	Annual Leave	NO
December 27, 2011 Tuesday	[REDACTED]	\$500.00	On Duty	NO

According to Citibank records dated January 12, 2012, [REDACTED] outstanding credit card balance is \$4,097.34.

SA [REDACTED] requested Time and Attendance Control System (TACS) records for [REDACTED] to compare the dates the credit card was used to the dates she worked (Exhibit 3). On October 20, 2011, the credit card was used at Guaranty Bank, [REDACTED] to obtain a cash advance in the amount of \$500.00. TACS records showed that [REDACTED] worked October 20, 2011. [REDACTED] Manager, In Plant Support, [REDACTED] District, provided PS Form 3971 (Request for or Notification of Absence) submitted by [REDACTED] on October 18, 2011 requesting sick leave on October 20, 2011. [REDACTED] (Exhibit 4).

On January 6, 2012, SA [REDACTED] contacted the [REDACTED] Division of Gaming, and requested casino player activity for [REDACTED] in an attempt of capturing video footage of a person using [REDACTED] government credit card. [Agent's note: Several months ago, [REDACTED] mentioned to [REDACTED] that she ([REDACTED] had an outstanding government credit card balance. [REDACTED]

On January 9, 2012, SA [REDACTED] received an email from [REDACTED] Investigator, [REDACTED] Division of Gaming, which contained Ameristar Casino, [REDACTED] player activity information for [REDACTED]

On July 9, 2011, [REDACTED]'s credit card was used at an ATM in [REDACTED] to obtain a cash advance in the amount of \$500.00. According to the Ameristar player activity report, [REDACTED] played slot machines for 3 hours and 8 minutes on July 9, 2011 (Exhibit 5).

On June 6, 2011, [REDACTED] credit card was used at an ATM in [REDACTED] to obtain a cash advance in the amount of \$500.00. According to TACS records for June 6, 2011, [REDACTED] worked on this date. On January 12, 2012, SA [REDACTED] contacted [REDACTED] via email to determine if [REDACTED] worked on June 6, 2011. [REDACTED]

[REDACTED] Interview

On January 10, 2012, SAs [REDACTED] and [REDACTED] interviewed X [REDACTED] concerning the misuse of her government Visa credit card (Exhibit 6). SA [REDACTED] read [REDACTED] her Garrity Warnings from a USPS-OIG Acknowledgement of Rights Form. [REDACTED] signed the form and acknowledged that she understood her rights.

SA [REDACTED] showed [REDACTED] a cardholder acknowledgement form which she signed on April 19, 2011. [REDACTED] looked at the form and acknowledged she signed the form. By signing the form, [REDACTED] acknowledged that she understood the following USPS policies concerning the usage of the government credit card assigned to her:

1. Government Card Services Travel Program Cardholder Account Agreement;
2. Management Instruction – Government Issued, Individually Billed, Travel Charge Cards (FM-640-2004-1);
3. Postal Employee Use of Citibank Visa travel cards (Postal Bulletin 22015 2-13-00);
4. Citibank Visa Travel Charge Card ATM Usage Guidelines (Postal Bulletin 22040 12-28-00)

[REDACTED] SA [REDACTED] informed [REDACTED] that he reviewed the monthly credit card statement for her Visa credit card and noticed that the credit card was used to obtain cash advances at several ATMs when she was not on official travel, and she [REDACTED]

[REDACTED]

[REDACTED]

SA [REDACTED] looked at the monthly credit card statements and informed [REDACTED] that the credit card was used on numerous occasions, and [REDACTED]

[REDACTED]

SA [REDACTED] asked [REDACTED] if she used her government credit card at an ATM located in [REDACTED], and she replied, "[REDACTED]"

[REDACTED]

SA [REDACTED] asked [REDACTED] if she used her government credit card to withdraw money from an ATM located in [REDACTED]

[REDACTED]

[REDACTED] SA [REDACTED] asked [REDACTED] if she used her government credit card in [REDACTED] and she replied [REDACTED]

[REDACTED]

[REDACTED] SA [REDACTED] asked [REDACTED] if she used the cash advances she obtained in [REDACTED] for gambling, and she replied, [REDACTED]

SA [REDACTED] afforded [REDACTED] with the opportunity to complete a written statement, and she ([REDACTED])

SA [REDACTED] informed [REDACTED] that according to the December credit card statement she last used the credit card on December 27, 2011 at the P&DC building and she said, [REDACTED]

[REDACTED]

V. EXHIBITS

1. Monthly credit card statements from April 2011 through December 2011 for the credit card assigned to [REDACTED]
2. Spreadsheet listing credit card transactions from June 2011 through December 2011
3. [REDACTED] TACS records for the credit card transaction dates (June 2011 through December 2011)
4. PS Form 3971 submitted by [REDACTED] on October 18, 2011.
5. Ameristar Casino player activity report for [REDACTED]
6. Memorandum of interview of [REDACTED] dated January 10, 2012.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
NORTHEAST AREA FIELD OFFICE
P.O. BOX 11800
NEW BRUNSWICK, NJ 08906-1800**

CASE #: 12UIED0893FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 6, 2012 **TO** January 25, 2012

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED]
DISTRICT.

[REDACTED] AREA.

[REDACTED]
DISTRICT.

[REDACTED]
**HELEN GRANT, ASSOCIATE GENERAL COUNSEL/ CHIEF ETHICS OFFICER, U.S.
POSTAL SERVICE**

PREPARED BY: SA [REDACTED]

DATE: 1/25/2012

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I. PREDICATION

On January 6, 2012, the Reporting Agent (RA) received information regarding the misuse of a Purchase card by postal employee [REDACTED] serves as a maintenance supply clerk and is assigned a Purchase card. [REDACTED] has authorization to use said Purchase card for Postal Service purchases only.

The following information was provided: On April 21, 2011, [REDACTED] used his assigned Purchase card, cardholder number [REDACTED], to charge \$2,014.88 for a Carnival Cruise Ticket/Reservation. A history for [REDACTED] Purchase card was requested for further information as part of postal managements' review of the Carnival Cruise purchase. No other charges were seen for said vendor.

[REDACTED]

II. SYNOPSIS

On January 10, 2012, OIG agents interviewed [REDACTED]

[REDACTED]

On January 10, 2012, OIG agents interviewed [REDACTED]

[REDACTED]

On January 12, 2012, Carnival Cruise Lines Investigations provided the RA with information indicating [REDACTED] as an "outside agent" for Carnival Cruise lines. They also provided the RA with the booking reservation information for the \$2,014.88 charge on [REDACTED] Postal Service Purchase card.

On January 19, 2012, OIG agents re-interviewed [REDACTED] During the interview [REDACTED] admitted to making the Carnival Cruise charge on his Purchase card and stated he should pay for the charge.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] employee ID [REDACTED], has been employed by the United States Postal Service since [REDACTED]

[REDACTED]

[REDACTED] was assigned a Postal Service Purchase card. According to Handbook AS-709, Purchase cards are to be used by an employee for day-to-day operational needs. Each purchase may not exceed \$10,000. The Handbook states the following: *On a monthly basis, the cardholder is responsible for reconciling the bank issued statement of account with his or her credit card purchase documentation. The credit card approving official (CCAO) is then responsible for reconciling the cardholder's documentation with the bank provided CCAO account detail and summary report.*

According to the Handbook failure to reconcile monthly statements can lead to undetected billing errors, resulting in a possible overpayment to the bank.

IV. DETAILS

Allegation 1

On April 21, 2011, [REDACTED] used his Postal Service assigned Purchase card to charge a \$2,014.88 Carnival cruise reservation.

Allegation 1 Findings

On January 6, 2012, the Reporting Agent (RA) received information regarding the misuse of a Postal Service Purchase card by postal employee [REDACTED]

On January 6, 2012, the RA telephonically interviewed [REDACTED] provided the following: In August of 2011, [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Following the telephonic interview, [REDACTED] e-mailed the RA several documents pertaining to [REDACTED] Carnival charge. One of said documents was [REDACTED] US Bank Postal Service Purchase card statement dated May 18, 2011 (Exhibit 2). Another document e-mailed by [REDACTED] Purchase card history (Exhibit 3). According to [REDACTED] the Carnival charge was the only charge made for that vendor. No other charges were identified as questionable.

On January 10, 2012, the RA and Special Agent (SA) [REDACTED] interviewed [REDACTED]

[REDACTED] provided the following: When [REDACTED] returned from FMLA she specifically asked him about the Carnival Cruise charge on his Purchase card. [REDACTED]

[REDACTED]

On January 10, 2012, following the interview of [REDACTED], the RA and SA [REDACTED] interviewed [REDACTED]

The RA provided [REDACTED] with Garrity Rights before interviewing him [REDACTED] verbally acknowledged understanding the Garrity Rights and signed the form (Exhibit 6). The RA informed [REDACTED] the Agents were there to discuss a questionable charge made on his assigned Purchase card.

[REDACTED] provided the following: His Purchase card is to be used for buying supplies and parts for the office. Said card is solely his. [REDACTED] keeps his Purchase card in a locked drawer in his desk. The only key to the drawer is on his key chain which stays on him at all times.

[REDACTED]

When asked about being a travel agent for Carnival Cruise on the side [REDACTED]

[REDACTED]

[REDACTED]

The RA again asked [REDACTED] how the Carnival Cruise charge was made on his Purchase card. [REDACTED]

[REDACTED]

[REDACTED] is responsible for reconciling his charges. Once everything is received [REDACTED] supplies the documents to [REDACTED]

[REDACTED]

When questioned as to the possibility of the charge being made by [REDACTED] by mistake, as in having used the wrong credit card, [REDACTED]

[REDACTED]

The RA asked if the Carnival Cruise charge would come back to him. [REDACTED]

The Agents spoke with [REDACTED] again, following their interview of [REDACTED] (see Exhibit 4 [REDACTED])

[REDACTED]

[REDACTED]

On January 11, 2012, [REDACTED] e-mailed the RA, requesting that she call him [REDACTED]. The RA called [REDACTED] at the provided telephone number later that day, as well as on January 12, 2012, and left a voice mail. [REDACTED] did not return a call from either of the RA's voicemails, nor did he contact the RA again by any means.

On January 12, 2012, the RA contacted Carnival Cruise Lines and spoke with Security Services Department Staff Investigator [REDACTED]. The RA e-mailed [REDACTED]@carnival.com, as requested, with the information pertinent to [REDACTED] Carnival Cruise charge. Within two hours [REDACTED] provided the RA with the following information (Exhibit 9): Booking history comments [REDACTED] is an "outside agent" for Carnival Cruise Lines. The booking reservation indicates that [REDACTED] were booked on a cruise to Cozumel from April 28 – May 2, 2011. The indicated gross cost of said cruise was \$2,014.88.

On January 19, 2012, the RA and SA [REDACTED] interviewed Postal employee [REDACTED]. The RA informed [REDACTED] she wanted to discuss a Postal credit card charge.

Prior to the interview the RA provided [REDACTED] with Garrity Rights. [REDACTED] verbally acknowledged understanding her rights and signed the form (Exhibit 11).

During the interview [REDACTED] provided the following: When the RA asked [REDACTED] if she had been on a cruise in 2011, she responded [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The RA informed [REDACTED] that the cruise for herself and her friend [REDACTED] were paid for on a credit card. The RA asked [REDACTED] she used said credit card to make the payment.

[REDACTED]

SA [REDACTED] spoke with [REDACTED] in more detail about the cruise. [REDACTED]

[REDACTED]

The RA asked [REDACTED] if she has a Postal credit card. [REDACTED]

[REDACTED]

The RA informed [REDACTED] that the cruise was booked with [REDACTED] Postal Service Purchase card. The RA asked [REDACTED] if she used [REDACTED] credit card to book the cruise. [REDACTED]

[REDACTED]

SA [REDACTED] confirmed that [REDACTED] used his Purchase card to book the cruise. [REDACTED]

[REDACTED]

The RA stated she wanted to ask [REDACTED] again, for the record, if she used [REDACTED] Postal Service Purchase card to book her vacation. [REDACTED]

On January 19, 2012, following [REDACTED] interview, the RA and SA [REDACTED] interviewed [REDACTED]

The RA provided [REDACTED] with Garrity Rights before interviewing him. [REDACTED] verbally acknowledged understanding the Garrity Rights and signed the form (Exhibit 13). The RA informed [REDACTED] the Agents were there to discuss the Carnival cruise charge for a second time.

The RA informed [REDACTED] that as discussed at the first interview, she contacted Carnival cruise. [REDACTED]

The RA questioned [REDACTED] as to how many personal credit card numbers he uses. [REDACTED]

The RA asked how [REDACTED] typically pays the Cruise line. [REDACTED]

The RA shows the \$2014.88 charge for Carnival on his Postal Service credit card statement. The RA added that the Agents already spoke with [REDACTED]

The RA stated she asked [REDACTED] in the last interview to name the employees for whom he has booked a cruise. [REDACTED]

[REDACTED]

The RA reminded [REDACTED] that in the last interview he said he stopped travel bookings in January of 2011. [REDACTED]

The RA asked [REDACTED] what he thought should happen now in terms of the Carnival cruise line charge, for approximately \$2000.00, that the Postal Service has already paid for [REDACTED]

SA [REDACTED] states how [REDACTED] should have expected a \$2000.00 charge on his card statement. [REDACTED]

The RA asked [REDACTED] if he knew his Purchase card number [REDACTED]

[REDACTED] declined to provide a written statement.

V. EXHIBITS

Exhibit 1

Exhibit 2

Exhibit 3

Exhibit 4

Exhibit 5

Exhibit 6

Exhibit 7

Exhibit 8

Exhibit 9

Exhibit 10

Exhibit 11

Exhibit 12

Exhibit 13



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
WESTERN AREA FIELD OFFICE
P.O. BOX 17147
DENVER, CO 80217-0147

CASE #: 12UIKS3009FF02FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM August 1, 2012 TO August 15, 2012

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

N/A

DISTRIBUTION:
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

PREPARED BY: [REDACTED]

DATE: 8/15/2012

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- I. PREDICATION
- II. SYNOPSIS
- III. BACKGROUND/SUBJECT IDENTIFICATION
- IV. DETAILS
- V. EXHIBITS

I. PREDICATION

On August 1, 2012, U.S. Postal Service Office of Inspector General (OIG) Special Agent (SA) [REDACTED] received information concerning Postmaster Chrystal [REDACTED] making personal purchases using the U.S. Postal Service (Postal Service) Citibank travel card. The balance of the purchases was past due. There were also allegations of some possible financial irregularities at the [REDACTED] Post Office.

II. SYNOPSIS

This investigation revealed that [REDACTED] did make personal purchases with the Postal Service travel card. The investigation further revealed that [REDACTED] was delayed in paying back her travel advances that she had taken. [REDACTED] obtained at least 13 cash advances totaling \$2,564 while not in travel status. As of August 8, 2012, the balance of \$1,361.77 of the advances and purchases was outstanding.

The [REDACTED] Post Office also sustained a shortage in its total accountabilities of approximately \$888 which [REDACTED]

On August 9, 2012, SA [REDACTED] interviewed [REDACTED] who admitted she used her travel card for personal use. [REDACTED]
[REDACTED]
[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed with the Postal Service since February 1997. [REDACTED] has been the Postmaster of [REDACTED] since 2004.

IV. DETAILS

Allegation 1: Misuse of Postal Service Credit Card and Advance Funds

The review of documentation determined that from October 2011 through July 2012, [REDACTED] used her Citibank travel card approximately 19 times while not in official business or travel status. Thirteen of those times, [REDACTED] obtained \$2,564 in cash advances and \$52.60 in cash advance fees (Exhibit 1).

On August 9, 2012, SA [REDACTED] interviewed [REDACTED] concerning the misuse of her travel card. SA [REDACTED] explained to [REDACTED] her Garrity Rights and had [REDACTED] read and initial the Garrity Rights Acknowledgement Form (Exhibit 2).

SA [REDACTED] asked [REDACTED] about the cash advances on her travel card. SA [REDACTED] informed [REDACTED] that there were several transactions on her travel card that were made while she was not in official travel status. [REDACTED]

[REDACTED] That was the last payment made on the card. SA [REDACTED] informed [REDACTED] that the balance due on the card is \$1,361.77 (Exhibit 4).

[REDACTED] submitted a check dated August 31, 2012 for \$1,361.77 to cover the outstanding balance on her Citibank card.

Allegation 2: Financial Shortages at the [REDACTED] Post Office

SA [REDACTED] informed [REDACTED] that an audit of the [REDACTED] Post Office was conducted earlier that day and the results of the audit revealed that the office was short approximately \$888 in its total accountabilities. [REDACTED]

[REDACTED] and [REDACTED] recounted the accountabilities and [REDACTED] confirmed that the office was short approximately \$587. At that time, [REDACTED] retrieved the \$300 cash reserve from her vehicle. As the interview progressed, [REDACTED] admitted to taking the cash reserve out of the office and using it for personal use and returning the funds that day.

[REDACTED] submitted a check to cover the office shortage of \$587.94

[REDACTED] provided a written statement (Exhibit 5).

V. EXHIBITS

1. Copy of Spreadsheet showing analysis of purchases and vouchers
2. [REDACTED] Garrity form
3. Copy of travel vouchers
4. Copy of Citibank statements
5. [REDACTED] sworn statement

RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U. S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
EASTERN AREA FIELD OFFICE
51 Pennwood Place, Suite 300
Warrendale, PA 15086

CASE #: 12UIPA2183FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM May 15, 2012 TO June 12, 2012

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

None

DISTRIBUTION:

[REDACTED] w/o exhibits

[REDACTED] w/o exhibits

[REDACTED] w/o exhibits

Helen Grant, Chief Ethics Officer, USPS w/o exhibits

[REDACTED] District

[REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 6/26/2012

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On or about March 22, 2012, Labor Relations Manager [REDACTED] contacted the [REDACTED] Area Field Office of the U.S. Postal Service (USPS), Office of Inspector General (OIG) in reference to suspicious credit card charges on [REDACTED] Post Office's US Bank Visa "Impact" credit card [REDACTED].

In an email to the OIG, [REDACTED] related information that alleged from June 2011, through January 2012, Postmaster [REDACTED] was by passing the USPS eBuy system and purchasing items from various local retail outlets using the "Impact" credit card.

US Bank Visa "Impact" credit card [REDACTED] was issued to [REDACTED] Supervisor [REDACTED], who was out of work for approximately one year on Family Medical Leave Act (FMLA) leave.

It was also alleged that PM [REDACTED] works part-time at the Home Depot store where some of the charges occurred.

The stores mentioned in the allegation were contacted, and additional information was requested (Exhibit 1).

II. SYNOPSIS

Investigation determined [REDACTED] Postmaster [REDACTED] utilized the US Bank Visa "Impact" credit card [REDACTED] issued to Customer Service Supervisor [REDACTED] for multiple purchases totaling \$2,346.04. These purchases occurred while [REDACTED] was out of the office on FMLA leave and without any knowledge on behalf of [REDACTED].

On May 24, 2012, OIG agents interviewed [REDACTED] who stated that [REDACTED]
[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] advised he entered on duty with the USPS on [REDACTED]
[REDACTED]

[REDACTED]

IV. DETAILS

On April 6, 2012, an OIG agent interviewed Supervisor [REDACTED] at the [REDACTED] Post Office, [REDACTED]

[REDACTED]

[REDACTED] returned to work at the [REDACTED] Post Office in mid-February of 2012. On March 3, 2012, [REDACTED] received a Priority Mail package from PM [REDACTED] containing credit card statements for the use of the US Bank Visa "Impact" credit card

[REDACTED]

[REDACTED]

[REDACTED]

On May 24, 2012, OIG agents interviewed [REDACTED]

[REDACTED] was shown a list of questioned transactions that appeared on the Impact card from on or about June 19, 2011, through on or about January 22, 2012. He described each transaction as follows:

- June 19, 2011, Home Depot transaction for Brasso \$6.89 – brass cleaner.
- June 22, 2011, Staples transaction for Pilot G2 / WS-600S recorder \$87.28 – pens and a tape recorder to record a letter carrier yelling at [REDACTED]
- July 28, 2011, Home Depot transaction for Eng RCHGRAA8 \$21.40 – possibly batteries or a flashlight.
- August 9, 2011, Home Depot transaction for Mr. Clean / Smart Charger \$39.96 – cleaning products and a charger for the passport camera.
- August 15, 2011, Home Depot transaction for ENR Max C8 / ENRAAA-16 – possibly batteries or a flashlight.
- August 23, 2011, Staples transaction for miscellaneous items \$69.98 – stationary products.
- August 24, 2011, Best Buy transaction for P-SDHC4G4/black digital camera \$92.98 – digital camera for motor vehicle accidents and to document the condition of mail arriving to [REDACTED] Post Office.
- September 8, 2011, Mr. Majestic transactions for \$323.68 and \$154.68 – maintenance of the [REDACTED] Post Office's forklift.
- September 21, 2011, Target transaction for calculators \$10.46 – calculators used for office.
- September 28, 2011, Dodge Chrome transaction for \$290.71 – Stamp plaques hung on the [REDACTED] Post Office walls.
- October 17, 2011, Staples transaction for Pilot G2 \$7.29 – pens.
- October 18, 2011, Dodge Chrome transaction for \$209.07 – Stamp plaques hung on the [REDACTED] Post Office walls.
- October 19, 2011, Stanley Safemasters for \$141.96 – Stamp Stock Safe repairs.
- October 23, 2011, Home Depot transaction for \$6.14 – Key for [REDACTED] Post Office.
- October 31, 2011, Staples transaction for \$33.98 – white-out and P-Touch label maker.

- November 6, 2011, Staples transaction for miscellaneous items \$16.46 – stationary products.
- November 17, 2011, Home Depot transactions for 6 QT LBox \$11.57 – [REDACTED] could not recall what this item was, but believed it was related to cleaning supplies.
- December 10, 2011, Best Buy for Nikon Coolpix camera \$299.98 - digital camera for motor vehicle accidents and to document the condition of mail arriving to [REDACTED] Post Office. This camera replaced the original camera that broke after falling off a desk.
- December 14, 2011, Sun State Marketing for miscellaneous badge holder/business cards \$159.50 – Business cards, holders, etc.
- December 14, 2011, Home Depot for CT2DPX6 \$31.05 – [REDACTED] could not recall what this item was.
- December 15, 2011, Home Depot transaction for Poinsettias \$23.37 – Christmas decorations for [REDACTED] lobby area.
- January 13, 2012, Dodge Chrome transaction for \$291.95 – Stamp plaques hung on the [REDACTED] Post Office walls.
- January 22, 2012, Target transaction for Entertainment/Electronics \$15.70 – Three calculators for the office.

[REDACTED]

[REDACTED]

When asked about the three presentation plaques with his name on them, that were purchased, [REDACTED]

[REDACTED]

V. EXHIBITS

Exhibit 1:

Exhibit 2:

Exhibit 3:



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**
GREAT LAKES AREA FIELD OFFICE
433 W. HARRISON STREET, SUITE 4000
CHICAGO, IL 60699-4000

CASE #: 12UISL1416FF02FF

CROSS REFERENCE #: 12HHQ5021

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 21, 2011 TO March 7, 2012

STATUS OF CASE: Referred to USPS

JOINT AGENCIES:

N/A

DISTRIBUTION:

CHIEF ETHICS OFFICER [REDACTED]

PREPARED BY: [REDACTED]

DATE: 3/7/2012

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I. PREDICATION

This case was initiated based on information provided by Manager [REDACTED] [REDACTED] Service Center. [REDACTED] reported to the United States Postal Service – Office of Inspector General (USPSOIG) hotline that he suspected his supervisor misused her USPS travel card. [REDACTED] provided the hotline with a spreadsheet of [REDACTED] travel card use from October of [REDACTED] (Exhibit 1).

II. SYNOPSIS

The investigation determined [REDACTED] misused her USPS travel card. [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] entered on duty with the USPS on [REDACTED]
[REDACTED]
[REDACTED]

IV. DETAILS

On February 28, 2012, the RA and Special Agent (SA) [REDACTED] interviewed [REDACTED] Center (ASC) in [REDACTED] (Exhibit 2). Before the RA asked any questions, [REDACTED] was read and acknowledged her Garrity Rights (Exhibit 3).

The RA stated he wanted to ask [REDACTED] questions about her U.S. Postal Service travel card. [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

The RA and [REDACTED] went over each line on a spreadsheet that showed the expenses on her U.S. Postal Service travel card from October 3, 2010, through December 26, 2011 (Exhibit 4). The RA and [REDACTED] noted the charges to AmerenUE, National Rent To Own, and Geico were for personal expenses she paid. [REDACTED]

[REDACTED]

[REDACTED]

The RA asked what got her to the point of charging personal expenses on her official U.S. Postal Service credit card. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The RA showed [REDACTED] his U.S. Postal Service travel credit card and she agreed hers looked like the RA's travel card. The RA gave her the customer service phone number from the back of the card so she could call and request her statements from [REDACTED] to current date. The RA also asked [REDACTED] to bring in her travel card and provide it to her manager the next morning.

[REDACTED]

[REDACTED]

On March 1, 2012, the RA obtained copies of [REDACTED] U.S. Postal Service travel card statements from [REDACTED]. The latest statement provided by [REDACTED] ended on [REDACTED], for card number ending in [REDACTED]. The statement stated [REDACTED] balance owed was \$4,107.20. A review of the statements showed the last payment on the account was on September 15, 2011.

On March 6, 2012, the RA received a copy of the Western Union receipt showing [REDACTED] paid \$2,000.00 towards the balance on her U.S. Postal Service travel card (Exhibit 7). Payment was made on March 1, 2012, from Western Union to CitiCorp, account number [REDACTED].

V. EXHIBITS

- 1.) Spreadsheet provided by [REDACTED]
- 2.) Memorandum of Interview – [REDACTED] – 02.28.2012
- 3.) Garrity Rights – [REDACTED] – 02.28.2012
- 4.) Spreadsheet initialed by [REDACTED]
- 5.) Sworn written statement – [REDACTED] – 02.28.2012
- 6.) Copies of CitiCard statements for account ending in [REDACTED]
- 7.) Copy of Western Union payment to [REDACTED] Citi Card – 03.01.2012



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 12UIST2885FF03FF

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM 07/23/2012 TO 9/21/2012

STATUS OF CASE: CLOSED CASE UNFOUNDED

SUMMARY OF INVESTIGATIVE ACTIVITY:

On July 23, 2012, this investigation was initiated subsequent to information received from a hotline complaint, regarding allegations that [REDACTED], Postmaster, [REDACTED] had mishandled or stolen Postal Service funds by renting tractor equipment and supplies using the Postal Service credit card.

On August 8, 2012, SA [REDACTED] traveled to [REDACTED], and interviewed [REDACTED], Sales and Service Associate, [REDACTED] Post Office, [REDACTED] who had never witnessed [REDACTED] mishandle or steal Postal Service funds. Additionally, [REDACTED], Sales and Service Associate, [REDACTED] Post Office also stated she had never witnessed [REDACTED] mishandle or steal Postal Service funds.

On August 8, 2012, SA [REDACTED] interviewed [REDACTED] Sales and Service Associate, [REDACTED] Post Office, [REDACTED], who stated she had never witnessed [REDACTED] mishandle or steal Postal Service funds. Additionally, [REDACTED]

administers the credit card assigned to the [REDACTED] Post Office and has never seen suspicious transactions on the monthly statements.

On August 8, 2012, SA [REDACTED] went to the [REDACTED] and obtained rental records regarding the equipment rental detailed in the hotline allegation. SA [REDACTED] determined [REDACTED] had rented the equipment detailed in the original allegations but used cash as a form of payment to pay for the rental equipment and not a USPS credit card (Attachment 1).

On August 9, 2012, SA [REDACTED] conducted a review of every money order issued by the [REDACTED] Post Office in the last 12 months and did not find anything suspicious or relating to the theft of Postal Service funds by [REDACTED]. Additionally, SA [REDACTED] obtained and reviewed 12 months of [REDACTED] Post Office credit card invoices and did not identify any suspicious transactions (Attachment 2).

On August 9, 2012, SA [REDACTED] contacted [REDACTED], Secretary, [REDACTED] [REDACTED] retired from the Postal Service on [REDACTED]

On September 21, 2012, SA [REDACTED] conducted a review of [REDACTED] official Postal Service email account and did not find anything derogatory in the email account relating to theft or mishandling of Postal Service funds.

Based on the above investigation there is no evidence to support the hotline complaint and the allegation should be considered unfounded.

This investigation is closed.

ATTACHMENTS

1. [REDACTED] Rental and [REDACTED] receipt dated April 28, 2012.
2. MOA Money order and credit card review dated August 8, 2012

PREPARED BY: SA [REDACTED]

DATE: 9/21/2012



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL
CAPITAL METRO AREA FIELD OFFICE
9201 EDGEWORTH DRIVE, ROOM 2030
CAPITOL HEIGHTS, MD 20790-9576**

CASE #: 11UIBA0016GC37IAD

CROSS REFERENCE #:

TITLE:

[REDACTED]

CASE AGENT (if different from prepared by):

CASE SUMMARY REPORT

PERIOD COVERED: FROM SEPTEMBER 27, 2010 TO FEBRUARY 9, 2011

STATUS OF CASE: CLOSED INVESTIGATION UNFOUNDED

SUMMARY OF INVESTIGATIVE ACTIVITY:

On September 27, 2010, the U.S. Postal Service Office of Inspector General (OIG), Special Inquiries Division, received an audit referral from [REDACTED]. The referral indicated that Postal Inspector [REDACTED] obtained various cash advance withdrawals and made questionable charges on a government travel card between October 2008 and August 2010. The audit determined [REDACTED] incurred charges of \$2,593.59 without associated travel (Attachment 1).

On October 5, 2010, the reporting agent (RA) received information from [REDACTED], auditor, OIG. [REDACTED] was responsible for conducting an audit of Inspection Service travel cards. [REDACTED] determined [REDACTED] obtained various cash advance withdrawals and made questionable charges on his government travel card without being on official travel. [REDACTED] provided a copy [REDACTED] Citibank statements (Attachment 2) and travel vouchers (Attachment 3).

between October 2008 and January 2010, [REDACTED] had reoccurring monthly charges on his government card between \$1,520 and \$1,535. [REDACTED] also had charges for parking, cash advances, cash advance fees, and hotel stays during that time period. [REDACTED] filed reimbursement vouchers and received payments for those amounts during the time period.

On February 9, 2011, the RA and Special Agent [REDACTED] interviewed Assistant Inspector in Charge Technical Services Division, [REDACTED] was interviewed because he was the approving official for all expense reports submitted by [REDACTED] (Attachment 4).

██████ has been ██████ supervisor since October 2008.

At the end of each Sprint billing cycle, [REDACTED] would take out the appropriate funds from the undercover account to pay the bill. [REDACTED] was then required to document the transaction and submit an expense report to reimburse the covert account. [REDACTED]

The monthly parking fees and hotel travel expenses were charged to the Postal Service government credit card and the FCIC reimbursed [REDACTED] not the Postal Service.

On February 9, 2011, the RA and [REDACTED] interviewed Postal Inspector [REDACTED]. [REDACTED] was provided an Administrative Rights form and agreed to be interviewed (Attachment 5).

[REDACTED] The program was created to allow the Inspection Service to conduct video surveillance via the internet. [REDACTED]

[REDACTED] Evidence obtained during this investigation has determined that the allegation of misuse of a government credit card is unfounded, and this investigation is closed.

Attachments:

1. Allegation Initiation, September 27, 2010

2. [REDACTED] Citibank card statements, October 5, 2010
3. [REDACTED] travel vouchers filed, October 5, 2010
4. Memorandum of Interview, [REDACTED] February 9, 2011
5. Memorandum of Interview, [REDACTED], February 9, 2011

PREPARED BY: [REDACTED]	DATE: 03/14/2011
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**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON VA 22209-2020

CASE #: 11UIPI0011FF02IAD

CROSS REFERENCE #:

TITLE: [REDACTED]

SUPPORT SERVICES

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 6, 2010 TO December 16, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

DISTRIBUTION:

[REDACTED] Investigative Support Services

PREPARED BY: [REDACTED]

DATE: 02/22/2011

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On October 6, 2010, OIG Special Inquiries Division (SID) received information from [REDACTED], concerning an analysis of travel expenses incurred by Special Agent [REDACTED] during the period from November 2008 to May 2010. [REDACTED] stated the analysis disclosed [REDACTED] Citibank Travel Card (CTC) had 78 charges totaling \$9,040.26 that could not be associated with travel vouchers submitted [REDACTED] (Exhibits 1, 2, and 3).

II. SYNOPSIS

[REDACTED] A determination of the number and amount of cash advances resulting from these factors could not be determined since [REDACTED] did not maintain any independent documentation identifying dates of travel or cancelled travel. Additionally, [REDACTED] kept his per diem on the CTC account, and took cash advances to offset perceived credit balances in his CTC account. This practice resulted in a number of cash advances that could not be associated with official travel. A review by SID disclosed no credit balances on the CTC account between November 2008 and September 2010.

[REDACTED]

The investigation identified 29 instances where cash advance amounts appeared excessive when compared to the number of travel days listed in the related travel voucher. When taking cash advances [REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

has been employed as an OIG special agent since

From November 2008 to September 2010, submitted 69 travel vouchers, totaling \$44,579.08. During this same time period, CTC account indicated 763 transactions, totaling \$60,335.77, occurred. A preliminary review disclosed 83% of the transactions (637 items) and 81% of the incurred expenses (\$49,154.21) could be attributed to travel vouchers.

The review also disclosed that did not claim reimbursement on submitted travel vouchers for approximately \$300 in allowable expenses. Approximately \$70 of claimed expenses on submitted travel vouchers were not supported by corresponding expenses listed in CTC account. Based on the review, these items appear to be mistakes made by during the preparation of travel vouchers (Exhibit 4).

IV. DETAILS

Allegation: 1

Special Agent used his government-issued CTC for personal use.

Allegation 1 Findings:

On November 21, 2010, the reporting agent (RA) completed a preliminary review of CTC account and submitted travel vouchers. The review disclosed the below transactions could not be readily associated with official travel or did not occur during the travel periods listed in vouchers submitted by (Exhibit 4).

<u>Transaction Type</u>	<u>No. of Transactions</u>	<u>Amount</u>
Cash Advances	49	\$7,653.90
Cash Advance Fees	49	\$153.11
Airfare	3	\$673.30
Travel Agent Fees	2	\$15.00
Lodging	3	\$1,316.64
Rental Car	6	\$1,242.88
Parking	4	\$26.00
Meals	7	\$55.88

Other Expenses	3	\$44.85
Total Transactions / Charges	126	\$11,181.56

On November 22, 2010, SID agents interviewed [REDACTED] (Exhibit 5). [REDACTED]

Cash Advances and Cash Advance Fees

When questioned about cash advances and cash advance fees, [REDACTED]

When asked if he kept a record of cancelled travel, [REDACTED]

[REDACTED] was asked how he tracked credit balances in his CTC account to determine the specific cash advance amount to offset a credit balance. [REDACTED]

Airfare

When asked about airfare transactions [REDACTED]

Travel Agent Fees

When asked about ticketing fee transactions, [REDACTED]

Lodging

When asked about lodging transactions, [REDACTED]

Rental Car

When asked about rental car transactions, totaling \$1,242.88, [REDACTED]

[REDACTED]

Parking

When asked about parking fees, totaling \$26, [REDACTED]

[REDACTED]

Meals

When asked about meal expenses, totaling \$55.88, [REDACTED]

[REDACTED]

Other Expenses

When asked about charges identified as "phone payment fee" totaling \$44.85, [REDACTED]

[REDACTED]

On December 10, 2010, the RA completed a review of the daily outstanding balance of [REDACTED] CTC account to determine if credit balances occurred at the time cash advances were made. The review disclosed no credit balances occurred in [REDACTED] CTC account from November 2008 to September 2010 (Exhibit 7).

Allegation 2:

Special Agent [REDACTED] made excessive cash advances on his CTC for official travel.

Allegation 2 Findings:

When taking cash advances. [REDACTED]

1. Excerpt, [REDACTED] E-mail, OIG Audit "Evaluation of [REDACTED] Cash Advances", dated October 6, 2010.
2. OIG Audit, Excel Spread Sheet, [REDACTED], Citibank Account Activity, November 19, 2008 to March, 18, 2010.
3. OIG Audit, Excel Spread Sheet, [REDACTED], Citibank Account Activity, March 19, 2010 to May 18, 2010.
4. Memorandum of Activity, Review of Citibank Account Statements and Travel Vouchers, [REDACTED] dated December 12, 2010.
5. Memorandum of Interview, [REDACTED] dated November 22, 2010.
6. Index, [REDACTED], Listing of Citibank Transactions Not Directly Attributable to Submitted Travel Vouchers [REDACTED] Memorandum of Interview Citations, undated
7. Memorandum of Activity, [REDACTED] Citibank Account, Daily Balance Analysis, dated December 10, 2010.

RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UISJ0063GC22IAD

TITLE: [REDACTED] - POSTAL INSPECTOR - [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 19, 2011 TO June 24, 2011

STATUS OF CASE: CLOSED / PENDING ADMINISTRATIVE ACTION

JOINT AGENCIES: N/A

DISTRIBUTION:

Inspector in Charge [REDACTED]

PREPARED BY: Special Agent [REDACTED]	DATE: August 12, 2011
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- V. EXHIBITS

I. PREDICATION

On January 14, 2011, the U.S. Postal Service Office of Inspector General (OIG), Special Inquiries Division (SID), received information from the U.S. Postal Inspection Service (USPIS) that Postal Inspector (PI) [REDACTED], allegedly misused his government travel card. It was also alleged [REDACTED] mismanaged the [REDACTED] snack fund he managed for the past 2 years (Exhibit 1).

On February 1, 2011, SID received allegations that [REDACTED] misused U. S. Postal Service (USPS) computers by either viewing or drafting responses containing sexual and offensive language (Exhibit 2). [REDACTED] also sold items, including USPIS memorabilia, on eBay from the USPS network while on duty.

II. SYNOPSIS

The investigation revealed [REDACTED] misused his government travel card by paying for two orders of polo shirts for the [REDACTED] Team. Additionally, [REDACTED] made unauthorized charges to his travel card at two local restaurants.

The investigation further revealed [REDACTED] mismanaged the [REDACTED] snack fund by co-mingling his personal money with the snack fund money, using money from the snack fund for personal purchases, and taking items from the snack fund without paying for them.

The investigation disclosed that on January 26, 2011, and January 31, 2011, the Postal Service's Data Loss Prevention (DLP) system recorded 13 incidents originating from [REDACTED] user account. The DLP system monitors Postal Service computers for improper usage. Each of the incidents involved user [REDACTED] composing webmail messages [REDACTED] through a personal Google email account.

An analysis of [REDACTED] computer by the OIG's Computer Crimes Unit (CCU) disclosed [REDACTED] sold products, including USPIS patches, on eBay while on duty from his assigned work computer.

During a June 2011 interview with SID agents, [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

SID agents asked [REDACTED] why he used the government credit card to pay for both shirt orders if the purchase was not for travel related expenses [REDACTED]

[REDACTED] SID agents asked what he did with the money he collected from the inspectors. [REDACTED]

SID agents asked [REDACTED] if he ever co-mingled his personal money with the snack fund. [REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] became a postal inspector [REDACTED]. He is currently assigned to the response team, [REDACTED] Division. [REDACTED] supervisor is [REDACTED]

[REDACTED] contains a logon banner that must be acknowledged prior to user logon. The text of the notice is as follows:

This is a U.S. Government computer system and is intended for official and other authorized use only. Unauthorized access or use of this system may subject violators to administrative action, civil, and/or criminal prosecution under the United States Criminal Code (Title 18 U.S.C. § 1030). All information on this computer system may be monitored, intercepted, recorded, read, copied, or captured and disclosed by and to authorized personnel for official purposes, including criminal prosecution. You have no expectations of privacy using this system. Any authorized or unauthorized use of this computer system signifies consent to and compliance with postal service policies and these terms. I agree:

USPIS Code of Conduct:

Integrity

Integrity is an individual's firm adherence to a code or standard of values. Included in the concept is the requirement that an employee's job performance must at all times manifest the highest standard of values. Should an employee's individual commitment to these values reveal itself in conduct contrary to this Code of Conduct, the employee may forfeit the privilege of employment.

Misuse of Government Property

Every employee has a duty to protect and conserve government property. No employee shall use such property, or allow its use, for other than authorized purposes. Limited use of postal office equipment must not be for any illegal purpose including, but not limited to, the dissemination of discriminatory or hate material or speech.

Inspection Service Manual:

2-5.5.1 Government Travel Credit Card Usage

The government travel credit card is for payment of expenses when conducting official Postal Service business. Citibank provides these services using specially issued VISA credit cards embossed with "United States of America — For Official Government Travel Only." Use the government travel credit card for official travel and official travel related expenses, including lodging, meals, and incidentals incurred while cardholders are away from their duty stations. The card is not to be used for personal business. All cardholders should familiarize themselves with the Citibank VISA agreement received with the card.

IV. DETAILS

Allegation 1:

[REDACTED] misused his government travel card.

Allegation 1 Findings:

On January 26, 2011, the RA interviewed Assistant Inspector in Charge [REDACTED]
[REDACTED] USPIS. [REDACTED]

[REDACTED] used his assigned travel card to charge the shirt order [REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

On June 10, 2011, SID agents interviewed [REDACTED]
[REDACTED]

[REDACTED]

SID agents asked [REDACTED] why he used the government credit card if the purchase was not for travel related expenses. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Allegation 2:

[REDACTED] mismanaged the [REDACTED] snack fund.

Allegation 2 Findings:

On January 26, 2011, the RA interviewed [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

directions [REDACTED]
[REDACTED]

SID agents asked [REDACTED] if he ever saw large amounts of money in the snack fund box while [REDACTED] was in charge of the funds. [REDACTED]
[REDACTED]

[REDACTED]

On May 18, 2011, SID agents interviewed [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

On May 18, 2011, SID agents interviewed [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

On June 10, 2011, SID agents interviewed [REDACTED] SID agents asked [REDACTED] how much money he received from [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] SID agents asked [REDACTED] where he stored the rest of the snack fund money. [REDACTED]

[REDACTED]

[REDACTED]

SID agents asked [REDACTED] if he ever co-mingled his personal money with the snack funds. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Allegation 3:

[REDACTED] misused his Postal Service computer by either viewing or drafting responses containing [REDACTED].

Allegation 3 Findings:

On February 1, 2011, the Postal Service's DLP program detected an inappropriate use of [REDACTED] computer by someone either viewing or drafting responses containing [REDACTED].

DLP logs suggest [REDACTED] used his work computer to visit [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

These incidents occurred as [REDACTED] accessed a Google webmail account to compose responses to personal ads on craigslist. Each of the incidents contained a reference to a craigslist advertisement number (Exhibit 13).

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Allegation 4:

[REDACTED] sold products on eBay, including USPS memorabilia, while on duty, from his assigned work computer.

Allegation 4 Findings:

On May 18, 2011, SID agents interviewed Team Leader [REDACTED]

[REDACTED]

CCU's computer forensic examination revealed internet proxy logs showing that user [REDACTED]

[REDACTED]).

On June 10, 2011, SID agents [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SID agents asked [REDACTED] how he mailed the products he sold on eBay. [REDACTED]

[REDACTED]

V. EXHIBITS

- 1) Allegation Initiation [REDACTED]
- 2) Case Initiation- [REDACTED]
- 3) MOI [REDACTED]
- 4) Email sent from [REDACTED]
- 5) MOI [REDACTED]
- 6) MOI [REDACTED]
- 7) Email sent from [REDACTED]
- 8) Email sent from [REDACTED]
- 9) Email sent from [REDACTED]
- 10) Email sent from [REDACTED]
- 11) MOI [REDACTED]
- 12) MOI [REDACTED]
- 13) MOA Computer Forensic Examination CCU



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 10UIHQ0008GC23IAD

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 20, 2009 TO November 13, 2009

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

DISTRIBUTION:

[REDACTED], Inspector in Charge [REDACTED]

PREPARED BY: [REDACTED]

SA

DATE: 12/04/09

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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- I. PREDICATION
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- V. DISPOSITION
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I. PREDICATION

On October 13, 2009, the U.S. Postal Service Office of Inspector General, Special Inquiries Division (SID), received a Notification of Alleged Employee Misconduct involving Postal Inspector [REDACTED] Division. The report indicates that during a routine review of [REDACTED] Citibank Travel Card (CTC) statement for September 2009, it was discovered that [REDACTED] misused the CTC by making a purchase not associated with his official duties, in the amount of \$2,427.22 (Exhibit 1).

II. SYNOPSIS

The investigation disclosed that on September 11, 2009, [REDACTED] used his CTC to purchase electronics and appliances from a [REDACTED] liquidation event in [REDACTED], an appliance and electronics liquidator. During his interview with SID agents, [REDACTED]

III. BACKGROUND

[REDACTED] has been a postal inspector since [REDACTED]

IV. SUPPORTING DETAILS

Allegation 1:

[REDACTED] used his CTC for personal business.

Allegation 1 Findings:

On October 14, 2009, SID agents completed a review of CTC statements for [REDACTED] prior and current government issued credit cards. The review disclosed a personal charge made to [REDACTED] CTC account. The transaction date is listed as September 15, 2009, and the merchant is identified as [REDACTED]. The total amount of the transaction is \$2,427.22. The review did not disclose additional personal transactions posted to the account (Exhibits 2 and 3).

On October 22, 2009, SID agents interviewed Team Leader [REDACTED]. According to [REDACTED], on or about October 13, 2009, he noticed a charge of \$2,427.22 on [REDACTED] CTC statement. [REDACTED] verified the charge with Administrative Specialist [REDACTED]

then contacted [REDACTED] (Exhibit 4).

On October 22, 2009, SID agents interviewed [REDACTED]

[REDACTED]

V. DISPOSITION

This investigation is closed pending administrative action.

VI. EXHIBITS

1. Notification of Employee Incident – October 13, 2009
2. [REDACTED] information
3. Citibank statements
4. Memorandum of Interview, [REDACTED] October 22, 2009
5. Memorandum of Interview, [REDACTED] – October 22, 2009
6. Copy of Inspection Service Manual (ISM) CTC usage policy excerpt



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 09UIHQ0144GC37IAD

TITLE: [REDACTED] - POSTAL INSPECTOR/PROGRAM MANAGER -
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM July 27, 2009 TO October 8, 2009

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES: N/A

DISTRIBUTION:

Inspector in Charge [REDACTED] Division

PREPARED BY: Special Agent [REDACTED]	DATE: October 9, 2009
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- V. DISPOSITION
- VI. EXHIBITS

I. PREDICATION

On July 27, 2009, the U.S. Postal Service Office of Inspector General, Special Inquiries Division (SID), received notification from the U.S. Postal Inspection Service that Postal Inspector/Program Manager [REDACTED], domiciled at [REDACTED] Headquarters (DHQ), allegedly used the Government Travel Credit Card for her own personal use (Exhibit 1).

II. SYNOPSIS

The investigation disclosed that Inspection Service management advised Inspector [REDACTED] approximately a year ago that due to budget concerns, providing meals for local law enforcement officers was no longer authorized as an official expenditure. [REDACTED] whose assignment was [REDACTED] investigations, worked closely with local officers and [REDACTED]

The investigation also disclosed that [REDACTED] knowingly used the government card to withdraw cash from ATM machines that were not directly related to official travel or investigative expenses [REDACTED]

The investigation further disclosed that during a two-year period of review, July 2007 through July 2009 [REDACTED] maintained personal funds in her government card balance. In those instances in which her personal funds were exceeded, she paid the balance in a timely manner. Additionally [REDACTED] did not claim ATM service fees or cash advance fees for withdrawals not directly related to travel or investigative expenses.

III. BACKGROUND

[REDACTED] entered the Inspection Service in [REDACTED] at the Inspection Service's [REDACTED] became a postal inspector and was assigned to [REDACTED]

[REDACTED]

[REDACTED] is in a unique employment status with the Inspection Service, spending approximately 50% of her time working [REDACTED] investigations for the [REDACTED] and the other 50% as the Inspection Service program manager for [REDACTED]

[REDACTED]

The Inspection Service Manual, Section 2-5.5.1, Government Travel Credit Card Program Usage (Exhibit 3) states: "The government travel credit card is for payment of expenses when conducting official Postal Service business. Citibank provides these services using specially issued VISA credit cards embossed with 'United States of America — For Official Government Travel Only.' Use the government travel credit card for official travel and official travel related expenses, including lodging, meals, and incidentals incurred while cardholders are away from their duty stations. The card is not to be used for personal business. All cardholders should familiarize themselves with the Citibank VISA agreement received with the card."

The Citibank VISA agreement (Exhibit 4), states, in part: "I agree to use the Card only for official travel and official travel related expenses away from my official station/duty station in accordance with my Agency/Organization policy. I agree not to use the Card for personal, family or household purposes."

The Inspection Service Manual, Section 2-5.6.4.7, ATM Withdrawal Fees (Exhibit 3), states, in part: "Do not make your ATM withdrawal until immediately prior to departure, no sooner than two to three days unless this is impractical. See Handbook F-15 to calculate the amount of cash to withdraw." Handbook F-15 states, in part: "...You are limited to a maximum of \$50 for each day that you are on official travel."

IV. SUPPORTING DETAILS

Allegation:

Inspector [REDACTED] used her Government Travel Credit Card for other than official travel related expenses.

Allegation Findings:

On various dates between July 27 and August 28, 2009, the reporting agent (RA) requested and obtained [REDACTED] Government Citibank Cardholder Statements and U.S. Postal Service Expense Reports (travel vouchers) covering the period of July 2007 to July 2009. Review of the statements and vouchers identified government credit card charges made local to [REDACTED] domicile at [REDACTED] DHQ and/or did not correspond with official travel when compared to her vouchers, which were documented in a spreadsheet in chronological order (Exhibit 5). The RA identified 64 restaurant purchases totaling \$2,016.01, and averaging \$31.50 per meal (Exhibit 6), and 21 ATM withdrawals, totaling \$3,596.94 with associated fees (Exhibit 7).

The RA obtained the supporting documents to the vouchers [REDACTED] submitted for investigative expenses for the period under review to determine if [REDACTED] claimed any of the meals or ATM withdrawals as official business. Review of the investigative expense receipts disclosed that [REDACTED] claimed six restaurant purchases as meals for law enforcement officers (Exhibit 8). The receipts indicate that [REDACTED] backed out each of her personal meals when claiming the expenses as official business. None of the ATM withdrawals identified in Exhibit 7 could be associated with any of the receipts as official business.

SID agents interviewed [REDACTED] on September 2, 2009. SID agents advised [REDACTED] that the focus of the investigation was the alleged misuse of her government credit card. When asked what her understanding was regarding official use of card, she said,

[REDACTED]

SID agents showed [REDACTED] the spreadsheets that identified local credit card charges made in the [REDACTED] area that did not correspond with official travel when compared to her travel vouchers and credit card statements (Exhibits 5-7). [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] was advised that she had used the credit card locally to make almost \$6,000 in ATM withdrawals and to pay for meals in the last two years. When asked why she used the government credit card, she said, "[REDACTED]"

[REDACTED]

Since October 2007 [REDACTED] directed all of the personal reimbursements in her travel vouchers to go to her government credit card balance, such as per diem and other out-of-pocket expenses that should go to the traveler's personal bank account.

[REDACTED]

[REDACTED]

SID agents asked [REDACTED] why [REDACTED] name was listed on most of the meal receipts. She said, [REDACTED]

[REDACTED]

[REDACTED]

At the conclusion of the SID interview, [REDACTED]

[REDACTED]

Additional Information

Following the interview, [REDACTED] provided copies of eight investigative expense vouchers, with attached receipts, from her personal records that the Inspection Service had advised they were unable to locate. These vouchers covered the period September 2007 – February 2008, during which the Special Investigations Division at National Headquarters was approving her vouchers. The copies identified three more of the 64 meals that had been authorized for reimbursement (Exhibit 10).

All of the local restaurant charges [REDACTED] made to the government credit card were done on a weekday.

V. DISPOSITION

This investigation is closed pending administrative action.

VI. EXHIBITS

1. Case Initiation
2. MOA - [REDACTED]
3. ISM (Government Travel Credit Card Program Usage; ATM Withdrawal Fees) & USPS Handbook F-15
4. Citibank VISA Agreement
5. Spreadsheet of Credit Card Statements and Vouchers
6. Local Restaurant Purchases
7. ATM Withdrawals
8. Local Restaurant Purchases Submitted for Reimbursement
9. MOI - [REDACTED]
10. Local Restaurant Purchases Submitted for Reimbursement (from [REDACTED] records)



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UIHQ0014GC37IAD

TITLE: [REDACTED] - POSTAL INSPECTOR [REDACTED] DIVISION

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 10, 2010 **TO** November 5, 2010

STATUS OF CASE: CLOSED / PENDING ADMINISTRATIVE ACTION

JOINT AGENCIES: N/A

DISTRIBUTION:

[REDACTED]
Inspector in Charge
[REDACTED] Division

PREPARED BY: Special Agent [REDACTED]	DATE: November 17, 2010
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- I. PREDICATION
- II. SYNOPSIS
- III. BACKGROUND/SUBJECT IDENTIFICATION
- IV. DETAILS
- V. EXHIBITS

I. PREDICATION

On October 6, 2010, the U.S. Postal Service Office of Inspector General, Special Inquiries Division (SID), received notification from the U.S. Postal Inspection Service that Postal Inspector [REDACTED] Division, allegedly misused her government credit card to purchase a Carnival Cruise Lines ticket in the amount of \$300.00 (Exhibit 1).

II. SYNOPSIS

The investigation disclosed that [REDACTED] cancelled all of her personal credit cards in 2009. She began using her Citibank Government Travel Card in September 2009 to pay for personal travel arrangements. [REDACTED] charged two hotel bills, two cruises, two rental cars, and six airline flights through July 2010, totaling \$1,803.72. [REDACTED] repaid Citibank for the charges during each billing cycle.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] entered the Postal Service in [REDACTED] became an inspector on [REDACTED] and was assigned to the [REDACTED] Division. [REDACTED] is currently her team leader.

The Inspection Service Manual, Section 2, Administration, Subsection 2-5.5.1, Government Travel Credit Card Program, states: "The government travel credit card is for payment of expenses when conducting official Postal Service business. Citibank provides these services using specially issued VISA credit cards embossed with "United States of America — For Official Government Travel Only." Use the government travel credit card for official travel and official travel related expenses, including lodging, meals, and incidentals incurred while cardholders are away from their duty stations. The card is not to be used for personal business. All cardholders should familiarize themselves with the Citibank VISA agreement received with the card."

The Citibank agreement, states, in part: "(1) This Agreement – By activating, signing or using the Card or the account established in connection with it...I am agreeing to the terms of this Agreement...I agree that I will be bound to the terms of this Agreement to the extent that I use the Card; (2) Use of the Card – ...I agree to use the Card only for official travel and official travel related expenses away from my official station/duty station in accordance with my Agency/Organizational policy. I agree not to use the Card for personal, family or household purposes..." (Exhibit 2).

Allegation:

Allegation Findings:

[REDACTED]

On October 21, 2010, SID agents interviewed [REDACTED] (Exhibit 8). Asked about the \$300 charge to Carnival Cruise Lines that appeared on her government credit card on July 30, 2010, [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] was asked if she traveled very often in her assignment, beyond just local travel. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

V. EXHIBITS

1. Case Initiation
2. CitiBank Agreement
3. Memorandum of Interview, Inspector/Team Leader [REDACTED], October 21, 2010
4. [REDACTED] e-mail to [REDACTED]
5. [REDACTED] Written Statement
6. [REDACTED] CitiBank Statements
7. [REDACTED] e-mail to Inspector/Attorney [REDACTED]
8. Memorandum of Interview, Inspector [REDACTED], October 21, 2010
9. List of Credit Card Charges



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UIHQ0013GC37IAD

TITLE: [REDACTED] - SPECIAL AGENT IN CHARGE - [REDACTED] AREA FII
OFFICE

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 10, 2010 TO November 16, 2010

STATUS OF CASE: CLOSED / PENDING ADMINISTRATIVE ACTION

JOINT AGENCIES: N/A

DISTRIBUTION:

[REDACTED]

Deputy Assistant Inspector General - Investigations

PREPARED BY: Special Agent [REDACTED]	DATE: November 24, 2010
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- III. BACKGROUND/SUBJECT IDENTIFICATION
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I. PREDICATION

On September 28, 2010, the U.S. Postal Service Office of Inspector General (OIG), Special Inquiries Division (SID), received notification from [REDACTED], OIG [REDACTED] that [REDACTED], Special Agent in Charge, [REDACTED] Area Field Office, had 20 non-travel related charges on his government credit card totaling \$1,122.78 between January 2009 and March 2010 (Exhibit 1).

II. SYNOPSIS

The investigation disclosed that [REDACTED] made seven cash withdrawals from ATMs using his Citibank Government Travel Card between January 2009 and March 2010, totaling \$747.41 (cash & fees), not associated with official travel. Additionally, [REDACTED] used Omega World Travel to obtain airline flights for personal business and at government rates on or about March 6, 2009; June 11, 2009; and July 8, 2010, which were billed to his government card.

The investigation further disclosed that [REDACTED] claimed a \$3.50 ATM cash advance fee on November 6, 2009, not associated with the use of his Citibank government card or his personal credit card.

[REDACTED] also received a credit from Delta Airlines on March 4, 2009, for \$207.00 following a change he made in flight arrangements while in a travel status. [REDACTED] did not apply the credit to any of his subsequent travel vouchers.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] entered the U.S. Postal Inspection Service as an inspector in [REDACTED] and was assigned to the [REDACTED] Division. In 2001, [REDACTED] transferred to [REDACTED]

The Citibank agreement, states, in part: "(1) This Agreement – By activating, signing or using the Card or the account established in connection with it, I am agreeing to the terms of this Agreement...I agree that I will be bound to the terms of this Agreement to the extent that I use the Card; (2) Use of the Card – ...I agree to use the Card only for official travel and official travel related expenses away from my official station/duty station in accordance with my Agency/Organizational policy. I agree not to use the Card for personal, family or household purposes..." (Exhibit 2).

The OIG Manual, Section 105.1, Travel, Subsection 105.1.4, Policy, states, in part: "A. The OIG follows Postal Service travel policy outlined in Handbook F-15, Travel and Relocation...OIG employees who travel should become familiar with both this policy and Postal Service policy...D. Government Travel Card, 1) The individually billed government travel card is to be used for official travel only. It may not be used for personal transactions..." (Exhibit 3).

The Postal Service's Handbook F-15, Travel and Relocation, Section 4-2, Getting Advances, states, in part: "If you are a nonbargaining unit employee...who has an individually billed travel card, you are limited to a maximum of \$50 for each day that you are on official travel, rounded up to the next increment required by the ATM feature of your individual government travel card... Do not make your ATM withdrawal until immediately prior to departure, preferably no sooner than 2 to 3 days (Exhibit 4).

IV. DETAILS

Allegation 1:

[REDACTED] used his government credit card to make ATM withdrawals for personal business.

Allegation 1 Findings:

On October 26, 2010, SID agents interviewed [REDACTED] was shown seven dates between January 2009 and March 2010 during which he withdrew cash from ATMs using his Citibank Government Travel Card, totaling \$732.75, plus \$14.66 in fees, without any immediate official travel to explain the withdrawals (Exhibit 6). [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

SID agents asked [REDACTED] if he could explain the \$207.00 credit to his government credit card that Delta Airlines gave him on March 4, 2009 [REDACTED]

[REDACTED]

Allegation 2:

[REDACTED] claimed and received an ATM fee he was not entitled to.

Allegation 2 Findings:

During [REDACTED] interview on October 26, 2010 (Exhibit 5), he was shown a \$3.50 ATM fee from November 6, 2009, that he claimed on a voucher (Exhibit 8). [REDACTED] was in a travel status in [REDACTED], on that date. Asked if he could explain the charge since his Citibank government card did not reflect an ATM withdrawal using the card, [REDACTED]

[REDACTED]

Allegation 3:

██████████ used Omega World Travel to obtain government travel rates and used his government credit card to pay for personal travel.

Allegation 3 Findings:

During ██████████ interview on October 26, 2010 (Exhibit 5), ██████████

On November 4, 2010, the reporting agent (RA) contacted ██████████ at Omega World Travel (Exhibit 10). She is the liaison between Omega and the Postal Service. The RA asked ██████████ if Omega could make personal travel arrangements for government employees and/or bill it to their personal credit cards. ██████████ The only way a government employee can obtain the government rates for flights, automobile rentals, and hotels is if the expense is billed to the government travel card listed in the traveler's profile. Omega agents are not allowed to knowingly bill government rates to a personal card. ██████████

On November 15, 2010, the RA received copies of ██████████ profile and travel invoices from ██████████. The invoices covered the period January 2009 through October 2010. Included with the invoices was ██████████ profile listing only his government credit card for billing purposes. The RA reviewed the invoices and compared them with travel vouchers ██████████ submitted for official travel during the period of review. The RA determined Omega made three travel arrangements for ██████████ that he did not claim as official travel: March 6, 2009, to Chicago; June 11, 2009, to Chicago; and July 8, 2010, to St. Louis (Exhibit 11).

The first two trips, March 6, 2009, and June 11, 2009, were made on-line via Trip Manager as exhibited by the \$8.50 agent fees. The July 8, 2010, trip was made via telephone (per the \$19.00 agent fee). The RA accessed Trip Manager and determined the opening page exhibits only two statements in bold red capital type: 1) *ATTENTION TRAVELERS*; and 2) TRIP MANAGER CAN ONLY BE USED FOR OFFICAL (sic)

GOVERNMENT TRAVEL WITH PAYMENT USING A GOVERNMENT CREDIT CARD!
(Exhibit 12).

On November 16, 2010, the RA obtained a copy of [REDACTED]'s OIG leave records for the period May 2008 through November 2010. During the March 6, 2009, trip to [REDACTED] was on Annual Leave. During the June 11, 2009, trip to [REDACTED] was on Annual Leave. During the July 8, 2010, trip to [REDACTED] was on Sick Leave for Dependent Care (Exhibit 13).

V. EXHIBITS

1. Case Initiation
2. Citibank Agreement
3. OIG Manual, Section 105.1, Travel, Subsection 105.1.4, Policy
4. Postal Service Handbook F-15, Travel and Relocation, Section 4-2, Getting Advances
5. Memorandum of Interview, [REDACTED], October 26, 2010
6. Memorandum of Activity, Review of ATM charges
7. [REDACTED] memorandum on November 8, 2010
8. \$3.50 ATM fee from November 6, 2009
9. [REDACTED] replied via e-mail on November 9, 2010
10. Memorandum of Activity, [REDACTED] Omega World Travel
11. Memorandum of Activity, [REDACTED] personal use of Omega
12. Trip Manager opening page
13. [REDACTED] Annual Leave records

RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service. Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UIHQ0009GC37IAD **CROSS REFERENCE #:**

TITLE: [REDACTED]
[REDACTED] - OIG HEADQUARTERS

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 6, 2010 TO November 1, 2010

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

DISTRIBUTION:

[REDACTED], Deputy Assistant Inspector General, [REDACTED]

PREPARED BY: [REDACTED], SA

DATE: 11/01/2010

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I. PREDICATION

During the week of September 20, 2010, the U.S. Postal Service Office of Inspector General (OIG), Special Inquiries Division (SID), received notice that the OIG conducted an audit of OIG employees' government issued travel card charges and cash advances. The purpose of the audit was to determine if charges or cash advances were associated with travel. A review of [REDACTED] account activity revealed charges or cash advances that might not be associated with official travel (Exhibit 1).

II. SYNOPSIS

The SID investigation disclosed that on January 30, 2010, [REDACTED] made a cash advance that did not have an associated travel voucher. The investigation disclosed that [REDACTED] was scheduled to travel for an audit in [REDACTED], on February 1, 2010.

On January 30, 2010, [REDACTED] made a cash advance for \$163 based on the per diem rate for [REDACTED]. On January 31, 2010, the trip was cancelled because of bad weather. [REDACTED] paid the amount, including the transaction fee, back to her travel card account. During the investigation, no information was discovered that indicated [REDACTED] used the travel card to make personal purchases or cash advances not related to official travel.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been an OIG employee since [REDACTED]

***105.1.4 Policy**

A. The OIG follows Postal Service travel policy outlined in Handbook F-15, Travel and Relocation (Postal Service Blue Pages), and FTR, unless otherwise stated in this policy. OIG employees who travel should become familiar with both this policy and Postal Service policy.

D. Government Travel Card

1) The individually billed government travel card is to be used for official travel only. It may not be used for personal transactions. The card is not transferable and must be used solely for and by the individual issued the card with the exception of pre-approved spousal travel in lieu of employee trips home during long duration training classes or extended Temporary Duty Station (TDY) travel.

IV. DETAILS

Allegation:

██████ violated OIG policy by using her OIG issued travel card to obtain funds not related to official travel.

Allegation Findings:

On September 28, 2010, SID received an Excel spreadsheet associated with an OIG audit of Citibank Travel Card statements to check for possible misuse of the travel card by OIG employees. ██████ was one of the employees identified during the audit.

On October 18, 2010, the reporting agent (RA) contacted ██████ to arrange an interview. On October 19, 2010, ██████ forwarded an e-mail to the RA that indicated she used her travel card to make a January 30, 2010, cash advance for an audit trip to ██████, on February 1, 2010. Due to bad weather, the trip was cancelled. In the e-mail, ██████ told the RA that she paid the amount back to Citibank (Exhibit 2).

On October 27, 2010, SID agents interviewed ██████ affirmed the information she provided in the October 19, 2010, e-mail. ██████ also signed copies of a Citibank statement indicating she made the payment. The payment included the ██████
██
██
██

V. EXHIBITS

1. Excel spreadsheet, September 28, 2010
2. ██████ e-mail, October 19, 2010
3. Memorandum of Interview, ██████, October 27, 2010
4. Copies of Citibank statements



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UIHQ0007GC37IAD **CROSS REFERENCE #:**

TITLE [REDACTED] -
[REDACTED] - OIG HEADQUARTERS

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM October 6, 2010 TO December 2, 2010

STATUS OF CASE: PENDING ADMINISTRATIVE ACTION

JOINT AGENCIES:

DISTRIBUTION:

[REDACTED], Deputy Assistant Inspector General, [REDACTED]

PREPARED BY: [REDACTED], SA

DATE: 12/14/2010

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I. PREDICATION

During the week of September 20, 2010, the U.S. Postal Service Office of Inspector General (OIG), Special Inquiries Division (SID), received notice that the OIG conducted an audit of OIG employees' government issued travel card charges and cash advances. The purpose of the audit was to determine if charges or cash advances were associated with official travel. A review of OIG [REDACTED] account activity revealed charges or cash advances that might not be associated with official travel (Exhibit 1).

II. SYNOPSIS

The SID investigation disclosed that between November 23, 2008, and August 17, 2010, [REDACTED] made 34 cash advance transactions totaling \$4,443.25. None of the cash advances were associated with official travel.

During a November 23, 2010, interview, [REDACTED]
[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been an OIG employee since [REDACTED].

OIG policy states the following regarding the personal use of a government issued travel card:

***105.1.4 Policy**

A. The OIG follows Postal Service travel policy outlined in Handbook F-15, Travel and Relocation (Postal Service Blue Pages), and FTR, unless otherwise stated in this policy. OIG employees who travel should become familiar with both this policy and Postal Service policy.

D. Government Travel Card

1) The individually billed government travel card is to be used for official travel only. It may not be used for personal transactions. The card is not transferable and must be used solely for and by the individual issued the card with the exception of pre-approved spousal travel in lieu of employee trips home during long duration training classes or extended Temporary Duty Station (TDY) travel.

The Postal Service handbook, F-15, states the following regarding the personal use of a government issued travel card:

*3-2 Government Travel Card System

3-2.1 What It Is

The Government Travel Card System is a program offered by the Postal Service in which an individual government travel card with automatic teller machine (ATM) privileges is issued to designated employees for use while on official travel. If you are issued a travel card, the card is in your name, and charges are billed directly to you for payment.

If you have this card, you may use it for any of the following:

- a. Transportation, lodging, and other travel-related services when traveling on official business for the Postal Service.
- b. Authorized travel of your spouse.
- c. Your immediate family if they are traveling because you are being permanently relocated.

In addition, non-bargaining unit employees and bargaining unit employees who have individually billed travel cards *must* use the ATM feature of their card to obtain travel advances. Bargaining unit employees who do not have individually billed travel cards may request an advance by filling out PS Form 1011, *Travel Advance Request and Itinerary Schedule*. For more information on advances, see 4-2.

Important: You may *not* use the government travel card for personal business."

IV. DETAILS

Allegation:

██████ violated OIG policy by using his OIG issued travel card for cash advances not related to official travel.

On September 28, 2010, SID received an Excel spreadsheet associated with an OIG audit of Citibank Travel Card statements to check for possible misuse of the travel card by OIG employees. [REDACTED] was one of the employees identified during the audit (Exhibit 1).

On November 23, 2010, SID agents interviewed [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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1. Excel spreadsheet, [REDACTED] cash advance activity - September 28, 2010
2. Memorandum of Activity [REDACTED] document review – September 29, 2010
3. Memorandum of Interview, [REDACTED] - November 23, 2010
4. Supplemental Memorandum of Interview, [REDACTED] – November 23, 2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: [REDACTED]

CROSS REFERENCE #: 11HHQ56

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM September 28, 2010 TO November 12, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

Deputy Assistant Inspector General [REDACTED]

PREPARED BY: Special Agent [REDACTED]	DATE: 12/23/10
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I. PREDICATION

On September 28, 2010, the U.S. Postal Service Office of Inspector General (OIG), Special Inquiries Division (SID), received information that OIG [REDACTED], may have misused his government travel card (GTC). A preliminary review of his GTC account showed cash advances and other charges totaling approximately \$8,210.49, made since November 2008, which could not be associated with official travel (Exhibit 1).

II. SYNOPSIS

The reporting agent (RA) analyzed [REDACTED] GTC activity from November 2008 through October 2010 with travel vouchers submitted by [REDACTED]. The review disclosed that [REDACTED] obtained \$3,033 in automated cash disbursements on dates that could not be associated with official travel. An analysis of the cash disbursements associated with official travel disclosed that [REDACTED] withdrew amounts that exceeded the \$50 per day allowable limit by \$3,548.75. The investigation further disclosed that on two occasions, [REDACTED] travel card was charged for hotel restaurant/bar purchases associated with personal travel.

[REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed with the OIG as [REDACTED]. He reports to [REDACTED], Manager, [REDACTED].

According to the Inspector General Manual, Section 105.1.4, the Handbook F-15, Travel and Relocation, Section 3-2.1, and U.S. Postal Service Management Instruction FM-640-2004-1, the GTC is to be used for official purposes only.

Section 4-2.3.2 of the Handbook F-15, Section 4-2.3.2, states that travelers are allowed to withdraw \$50 of cash per the expected number of days the traveler is on official

travel. The handbook states that the traveler should make cash withdrawals immediately prior to departure, preferably no sooner than 2 to 3 days (Exhibit 2).

IV. DETAILS

Allegation 1:

██████ used his GTC for cash advances and other charges unrelated to official travel

Allegation 1 Findings:

The reporting agent (RA) prepared a spreadsheet of ██████ GTC activity from November 19, 2008 - October 18, 2010, and travel vouchers submitted during the same period (Exhibit 3). An analysis of the \$9,381.75 in automated cash disbursements obtained with ██████ travel card disclosed 11 withdrawals totaling \$3,033 that could not be associated with dates of official travel.

[Agent's note: For purposes of the review, withdrawals were considered to be associated with official travel if they were made within three days of departure, or during, official travel.] For example, travel vouchers submitted by ██████ indicated that he returned from official travel to ██████, on December 11, 2009, and did not travel again until January 10, 2010. A review of GTC charges showed that ██████ made six cash withdrawals totaling \$1,718 from December 18, 2009- January 1, 2010 (Exhibit 3).

The analysis of cash advances associated with official travel disclosed that ██████ withdrew amounts that exceeded the allowable limit. The data showed that ██████ withdrew \$6,348.75 for 56 days of official travel. This amount exceeded the allowable amount by \$3,548.75, based on the \$50 per day allowance. For example, ██████ submitted a travel voucher for six days of travel to Indianapolis, IN, from November 15 - 20, 2009 (Exhibit 4). GTC statements for the time period showed ██████ obtained four cash withdrawals totaling \$1,212 from November 13 - 20, 2009. Using the \$50 per day calculation, ██████ exceeded the maximum daily allowance for six days of travel (\$300) by \$912 (Exhibit 3). The \$6,348.75 total for cash advance disbursements also exceeded the total per diem amounts paid to ██████ for the trip by \$3,064.25.

The GTC analysis further disclosed two hotel charges that appeared to be unrelated to official travel. The RA noted a \$78.75 transaction at the ██████, Marriott Hotel dated January 4, 2010, and a \$152.42 transaction at the Renaissance Hotel in ██████, dated October 19, 2009 (Exhibit 3). An investigation of the charges disclosed they

related to purchases at hotel restaurants/bars on dates that were not associated with official travel (Exhibits 5 & 6).

During the review, the RA noted a hotel charge of \$471.15 charge at the [REDACTED] Airport Marriott hotel on September 19, 2009, that was not listed on the travel voucher corresponding to that trip (Exhibit 7). A review of the receipt showed the charges were made at the hotel restaurants/bars while [REDACTED] was on official travel (Exhibit 8). The RA noted that [REDACTED] had withdrawn \$650 in cash advances during the six-day trip in addition to the \$471.15 hotel bill (Exhibit 3).

On November 4, 2010, SID agents interviewed [REDACTED]. [REDACTED] said that he has maintained a travel card since he was hired by the OIG. He acknowledged that his travel card was to be used for official business only (Exhibit 9, lines 106-114).

[REDACTED]

According to [REDACTED], the policies for cash advances were not clearly defined. [REDACTED] said he knew they were to be used for food and other travel related expenses while on official travel, but he was not certain about the limits. [REDACTED] said he became aware of the maximum \$50 daily limit recently while researching cash advances but said the F-15 handbook does not specify whether the limit applies to OIG employees (Exhibit 9, lines 124-129 & 174-184).

SID agents referred [REDACTED] to copies of his Citibank Cardholder statements, as well as the spreadsheet analysis, and inquired about the excessive cash withdrawals. [REDACTED]

When asked what he did with the cash he withdrew, such as the \$1,212 cash withdrawn during the November 2009 [REDACTED] trip, [REDACTED]

[REDACTED]. When asked how he determined how much he would take, [REDACTED] said [REDACTED]

SID agents questioned [REDACTED] about travel advances that appeared to be completely unrelated to official travel. [REDACTED]

SID agents referred [REDACTED] to the \$471.15 hotel charge to his travel card for restaurant charges during his official trip to [REDACTED], and inquired as to why he needed to charge meals to his travel card when he had withdrawn \$650 in cash advance funds. [REDACTED]

SID agents questioned [REDACTED] about the \$78.75 charge at the [REDACTED], Marriott hotel on January 4, 2010. [REDACTED]

[REDACTED]

V. EXHIBITS

- 1) Case Initiation, [REDACTED]
- 2) Handbook F-15, Section 4-2.3.2
- 3) Memorandum of Activity, GTC analysis
- 4) Travel voucher, Indianapolis, IN, November 24, 2009
- 5) E-mail correspondence regarding January 4, 2010, charge at Vail Marriott
- 6) Copy of invoice for Renaissance hotel charge, October 18, 2009
- 7) Travel voucher, San Francisco, September 23, 2009
- 8) Copy of invoice for September 18, 2009, San Francisco Airport Marriott charge
- 9) Memorandum of Interview, [REDACTED], attachments 1-2, and 4-7 only



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 09UIP0107GC23IAD

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM April 28, 2009 **TO** June 15, 2009

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

NA

DISTRIBUTION:

Inspector in Charge [REDACTED] Division

PREPARED BY: [REDACTED]

DATE: 06/15/2009

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RESTRICTED INFORMATION

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I. PREDICATION

On April 28, 2009, [REDACTED], provided the Office of Inspector General (OIG), Special Inquiries Division (SID), a "Notification of Alleged Employee Misconduct" concerning Inspector [REDACTED] Division. A routine review of [REDACTED] Citibank Travel Card (CTC) charges disclosed cash advances not associated with official travel for the months of December 2008 through March 2009, totaling \$2,269.85. Additionally, cash advances in November and December 2008 associated with official travel were in excess of the \$50.00 daily limit.

II. SYNOPSIS

The investigation disclosed that [REDACTED] used her CTC to obtain funds and then used those funds to pay personal expenses but could not recall the specific details of each individual transaction. The investigation identified 20 CTC cash advances, totaling \$3,811.16 that were not associated with official travel. During her interview with SID agents, [REDACTED]

The investigation identified five instances that cash advances appeared excessive when compared to the number of travel days listed in the related travel voucher. In two instances, [REDACTED]

[REDACTED] In the remaining instance, [REDACTED] provided a reasonable basis to support the cash advance amount.

III. BACKGROUND

[REDACTED] has been employed by the Inspection Service (IS) [REDACTED]. During the period under investigation, two CTC accounts were assigned to [REDACTED]. In November 2008, all IS CTC accounts were closed due to a change in the Citibank contract with the General Services Administration. CTC account [REDACTED], was

active from November 19, 2008 through May 5, 2009. CTC account [REDACTED] was active from October 19, 2006 through November 18, 2008.

IV. DETAILS

Allegation 1:

[REDACTED] used her government-issued CTC for personal business.

Allegation 1 Findings:

On May 18, 2009, SID agents completed a review [REDACTED] CTC accounts and e-Travel records for the period March 2007 to April 2009. The review identified 20 cash advances, totaling \$3,811.16, dated between September 2007 and March 2009 that were not associated with official travel (Exhibit 1).

On May 20, 2009, SID agents interviewed [REDACTED] (Exhibit 2). When first questioned, [REDACTED]

[REDACTED]

SID agents showed [REDACTED] a spreadsheet that listed her cash advances. Agents developed the spreadsheet based on her CTC account statements (Exhibit 1, Attachment 12, Worksheet titled "Gov Card Trans Detail By Type") SID agents asked [REDACTED] to provide explanations for the below listed cash advances (Exhibit 2, lines 135- 150):

Item No.	Transaction Date	Amount	Reference
1	03/16/09	\$202.95	Exhibit 2, lines 151 - 210
2	03/13/09	\$83.00	Exhibit 2, lines 151-210
3	03/12/09	\$103.00	Exhibit 2, lines 336-341
4	02/16/09	\$202.95	Exhibit 2, lines 393-409
5	02/15/09	\$202.95	Exhibit 2, lines 393- 09
6	02/05/09	\$103.00	Exhibit 2, lines 410- 18
7	01/31/09	\$303.00	Exhibit 2, lines 418-421
8	01/02/09	\$543.00	Exhibit 2, lines 422- 27
9	12/22/08	\$323.00	Exhibit 2, lines 428-430
10	10/08/08	\$203.00	Exhibit 2, lines 712-717
11	10/07/08	\$82.00	Exhibit 2, lines 536-545, 712-717
12	09/24/08	\$203.00	Exhibit 5
13	07/17/08	\$302.75	Exhibit 2, lines 550-660
14	07/16/08	\$202.50	Exhibit 2, lines 550-660
15	05/27/08	\$62.50	Exhibit 2, lines 663-709
16	04/16/08	\$60.00	Exhibit 2, lines 663-709
17	03/31/08	\$82.00	Exhibit 2, lines 517-545, 700-714
18	02/12/08	\$42.50	Exhibit 2, lines 728-775
19	11/27/07	\$302.50	Exhibit 2, lines 784-786
20	09/16/07	\$202.00	Exhibit 2, lines 787-789, 827-833

[REDACTED]

[REDACTED]

SID agents advised [REDACTED] that the transactions occurred in the [REDACTED] area while she was in a leave status [REDACTED]

[REDACTED]

[REDACTED]

SID agents discovered that [REDACTED] was not available for interview due to her being on extended sick leave. On May 21, 2009, SID agents asked Team Leader [REDACTED] to provide additional information and documentation regarding [REDACTED] statements concerning the March 2009 cash advances. On June 4, 2009, [REDACTED] provided an email response to [REDACTED]

[REDACTED]

On June 11, 2009, SID agents spoke [REDACTED] to discuss the information provided by [REDACTED]

[REDACTED]

[REDACTED] At that time, a Citibank representative advised that a refund request would now have to be processed through the Postal Service.

[REDACTED]

[REDACTED]

Allegation 2:

[REDACTED] made excessive cash advances on the CTC for official travel.

Allegation 2 Findings:

On May 18, 2009, SID agents completed a review of [REDACTED] CTC accounts and e-Travel records for the period March 2007 to April 2009 (Exhibit 1). The review identified five instances where the cash advance amounts appeared excessive when compared with the dates of travel (Exhibit 1, Attachment 12, worksheet titled "TV Summary"). The specific travel vouchers are detailed below:

Item No.	Travel Voucher Name	Travel Days	Advance Amount	Reference
1	[REDACTED]	3	\$444.50	Exhibit 2, lines 906-932, 961-973
2	[REDACTED]	3	\$500.00	Exhibit 2, lines 906-932, 961-973
3	[REDACTED]	2	\$405.00	Exhibit 2, lines 914-922
4	[REDACTED]	7	\$705.25	Exhibit 2, lines 974-980
5	[REDACTED]	4	\$1,169.00	Exhibit 2, lines 981-1023

SID agents asked [REDACTED] how she determined cash advance amounts for official travel. [REDACTED]

When specifically asked about cash advances associated with her December 2008 travel (identified as item 1 [REDACTED]) [REDACTED]

When asked about cash advances associated with her September 2008 travel (identified as item 3) [REDACTED]

When asked about the cash advances associated with her July 2008 travel (identified as item 4), [REDACTED]

SID agents asked [REDACTED]

V. DISPOSITION

This investigation is closed and is pending administrative action, if any, deemed appropriate.

VI. EXHIBITS

1. Memorandum of Activity, Analysis of [REDACTED] Citibank and e-Travel Records, dated May 29, 2009.
2. Memorandum of Interview, [REDACTED] dated May 20, 2009.
3. Memorandum of Activity, Additional Information [REDACTED] Cash Advances, March 2009, dated June 8, 2009.
4. Memorandum of Activity, Telephonic Interview, [REDACTED] Cash Advances, March 2009, dated June 11, 2009.
5. Memorandum of Activity, Telephonic Interview, [REDACTED] Cash Advance, September 2008, dated June 15, 2009.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 09UIHQ0091FF02SI

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM March 5, 2009 TO September 14, 2009

STATUS OF CASE: CLOSED INVESTIGATION

JOINT AGENCIES:

None.

DISTRIBUTION:

[REDACTED]

PREPARED BY: Special Agent [REDACTED]

DATE: November 12, 2009

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On March 5, 2009, the U.S. Postal Service Office of Inspector General (OIG), Special Inquiries Division (SID), received a referral from [REDACTED] concerning an anonymous letter addressed to BOG Chairperson Carolyn Lewis Gallagher. The letter alleged misconduct by Postal Career Executive Service (PCES) employee Tom A. Samra, Vice President (VP) of Facilities. Specifically, the letter asserted that Samra was committing travel fraud as well as time and attendance fraud by traveling to Dallas, TX, and Atlanta, GA, to visit family members at the expense of the Postal Service (Exhibit 1).

II. SYNOPSIS

The investigation determined that Samra traveled to Dallas several times in February 2009 to be close to his mother, who was in the hospital and subsequently died from her illness. Samra worked from Dallas approximately 10 days. Samra personally paid all travel expenses related to the trips.

The investigation also disclosed Samra traveled multiple times to Atlanta at the expense of the Postal Service for meetings with Facilities staff.

The investigation determined that Samra was reimbursed \$1,338 by the Postal Service for mileage between his permanent duty office in Arlington, VA, and Postal Service Headquarters in Washington, DC, from the period of June 2007 through November 2008.

[REDACTED]

[REDACTED]

III. BACKGROUND

Tom Samra, a Postal Service employee since December 2005, is the Vice President of Facilities.

William Galligan Jr., a Postal Service employee since 1970, was the Senior Vice President of Operations. Galligan retired from the Postal Service in August 2009.

Steven J. Forte is the Senior Vice President for Operations. He replaced Galligan.

Pam Still, a Postal Service employee since 1981, is the PCES Manager of Operations, Administration, and Planning. She functions as Chief of Staff to the Senior Vice President of Operations.

Michael Goodwin, a Postal Service employee since 2001, is the PCES Manager of Facilities Field Operations.

Jorge "Tim" Perez, a Postal Service employee since 1978, is the PCES Manager of Facilities Program Support.



IV. SUPPORTING DETAILS

Allegation 1:

Samra inappropriately used Postal Service time and funds to visit family in Dallas, TX.

Allegation 1 Findings:

Tom Samra, Vice President of Facilities, Headquarters

During an interview with the OIG on July 1, 2009, Samra stated he traveled to Dallas several times at his own expense between February and March 2009, because his mother was dying in a Dallas hospital. Samra said he requested and received the approval from Galligan to work offsite from the hospital while in Dallas and confirmed that during the trips he worked from the hospital waiting room. Samra explained he wanted to be close to his mother during her hospitalization. Samra also stated that he did not visit the Southwest Area Office or the Southwest Facilities Service Office (FSO) in Dallas to work while in the Dallas area. He admitted that he did not take any leave

during the trips and maintained that he continued to work answering e-mails, attending virtual meetings as well as making and receiving business telephone calls (Exhibit 2).

Prior to February 2009, he frequently visited the FSO, because Southwest FSO Manager George Overby retired in December 2008. Samra said he visited the FSO to provide leadership to his staff and interview job candidates for the Southwest FSO position. Samra also said he visited Dallas to evaluate a plant to see if it was suitable for Flat Sequence Sorter (FSS) machines (Exhibit 2).

William Galligan, Senior Vice President of Operations (retired), Headquarters

During an interview with the OIG on July 9, 2009, Galligan stated that Samra had authorization to work from Dallas multiple times in February 2009. He said that he gave Samra permission to work from Dallas to be close to his ailing mother while she was in the last days of her life. He stated that he did not specify, nor did he ask about the location where Samra worked, but he "had an expectation that Samra would work out of the [Southwest] FSO in Dallas." Galligan acknowledged that he did not directly authorize Samra to work from his mother's hospital and reiterated that he thought Samra was working from the FSO. He said if the OIG uncovered evidence that Samra was using his government-assigned telephone (Blackberry) and e-mail to communicate with staff and conduct Facilities business, then he is satisfied with Samra working from the hospital waiting room. He also said if OIG could prove that Samra did not work for any of the time he was in Dallas, he would change Samra's official hours to leave. Galligan said, "It would be the right thing to do" (Exhibit 3).

Pam Still, Manager of Operations, Administration and Planning, Headquarters

During an interview with the OIG on July 1, 2009, Still stated in February 2009, Samra's mother became ill in a Dallas hospital and died. Still said she recalled getting an urgent call or an e-mail from Samra saying his mother had taken a turn for the worse and he (Samra) wanted to work from the FSO to be close to her while she was in the hospital. Still advised Samra that she did not feel Galligan would have a problem with him working from Dallas, but advised him that he needed to pay for the trip, lodging, and report to the FSO to work. She said that Samra agreed, and personally paid his travel expenses, to include airfare and hotel. Still said she also recalled an additional trip Samra took to Dallas to attend his mother's memorial service on February 19, 2009 (Exhibit 4).

Still said that she could not confirm and was unaware that Samra worked from the hospital and did not go to the FSO or the Southwest Area Office while in Dallas. She stated that Galligan permitted Samra to work from Dallas, but did not know if the

authorization extended to Samra working from the hospital waiting room. Still said Samra frequently conducts Facilities business on his Blackberry, making telephone calls and sending and receiving e-mails. She said that Samra, with his Blackberry could probably work anywhere (Exhibit 4).

eTravel Records Review

A review of Samra's eTravel records for the month of February 2009 disclosed that Samra did not claim reimbursement for expenses related to travel between the Washington, DC, metropolitan area and Dallas (Exhibit 5).

Time and Attendance Collection System (TACS) Review

A review of Samra's TACS records showed that he did not use leave in February 2009 (Exhibit 6).

PST File Review

A review of Samra's Personal Storage Folder (PST File) captured from the Postal Service's e-mail server showed Samra sent messages on his Postal Service e-mail account on the following dates:

February 2, 2009 (Monday)	February 15, 2009 (Sunday)
February 3, 2009 (Tuesday)	February 16, 2009 (Monday)
February 5, 2009 (Thursday)	February 17, 2009 (Tuesday)
February 6, 2009 (Friday)	February 18, 2009 (Wednesday)
February 12, 2009 (Thursday)	February 19, 2009 (Thursday)
February 13, 2009 (Friday)	February 20, 2009 (Friday)
February 14, 2009 (Saturday)	

No "sent" e-mails were identified for February 4, 2009. However, any e-mails that Samra may have sent could have been deleted and removed from the PST File (Exhibit 7).

Allegation 2:

Samra inappropriately used Postal Service time and funds for travel to Atlanta, GA, to visit family.

Allegation 2 Findings:

Tom Samra, Vice President of Facilities, Headquarters

During an interview with the OIG on July 1, 2009, Samra stated he did not visit any FSO disproportionately, to include Dallas or Atlanta. He denied traveling to and working from the Atlanta FSO to visit family. Samra said he hosted a few Facilities-wide meetings in Atlanta for his staff. He said he chose Atlanta to have his meetings because of the low cost of travel in the area (hotel, airfare, etc.). Samra recalled that he authorized and attended two meetings in Atlanta, a group meeting for all his managers and a separate meeting for all staff. However, prior to making the decision to have the meeting in Atlanta, Manager of Facilities Program Support Tim Perez completed a cost benefit analysis comparing Atlanta to Washington, DC, and found Atlanta was the most appropriate place for the meeting (Exhibit 2).

Samra said when he traveled to Atlanta, he did not always visit the FSO, as his business did not always require he go into the local office. Samra recalled on one occasion, he accompanied Manager of Energy Program Management Robert McNiece to visit a local Atlanta command center. Samra said he also went to Atlanta on a few occasions to meet with Mike Goodwin, a PCES direct report. Samra referred to Goodwin as his right hand and credited Goodwin with educating him on Postal Service business practices. Samra said he tasked Goodwin with coming up with a plan to restructure Facilities. Goodwin, along with an outside consulting firm, completed a yearlong study and design of the facilities restructuring plan (Exhibit 2).

Samra reiterated that on each trip he takes to a city that houses a FSO, he does not always visit the local office where his employees work. For example, Samra said he recently traveled to New York City approximately 3 or 4 times, but only went to the local FSO on one occasion. He said his schedule was booked with meetings with state officials regarding the sale of the Farley Building in Manhattan and he had no reason to visit the office (Exhibit 2).

Samra confirmed [REDACTED] and on some evenings when he is in Atlanta on business, they get together for dinner, but never on Postal Service time. He opined that [REDACTED] in Baltimore, MD, but Samra said his trips to Baltimore are usually to see a Postal Service consultant, not to see [REDACTED] (Exhibit 2).

Jorge "Tim" Perez, Manager of Facilities Program Support, Headquarters

During an interview with the OIG on July 8, 2009, Perez said he is responsible for planning travel for large conferences and division wide meetings. In early 2008, Samra

assigned him to find an affordable location to host office-wide meetings. Each time Facilities had a meeting outside the Washington, DC, area, Samra was required to send a cost analysis to Galligan for approval. Perez said he prepared a document containing the average cost for airfare and hotel rooms at the proposed location, for all their employees. Perez said that holding meetings outside of Washington, DC is usually less expensive, due to "DC's overpriced hotel costs." He said the Ballston office has far less employees than the field offices. Perez recalled he prepared cost estimates for conferences or training in Dallas and Atlanta. Perez said "it made sense to have Samra's first staff meetings out of town [instead] of Ballston." Perez said Samra's secretary forwarded the cost analysis to Galligan for his approval (Exhibit 8).

Since Samra's entrance on duty, Perez recalled Facilities has held one or two meetings in Atlanta with all the Facilities managers in attendance. Perez said Samra used the first meeting as a venue to introduce himself to Facilities management staff. He could not recall the purpose of Samra's other meeting in Atlanta. He speculated that holding the meetings in Atlanta saved the Postal Service approximately \$600-700 per person (Exhibit 8).

Michael Goodwin, Manager of Facilities Field Operations, Lawrenceville, GA

During a telephone interview with the OIG on July 20, 2009, Goodwin stated in Fiscal Year 2008, Samra assigned him to evaluate the Facilities divisions' structure and its operational effectiveness. For approximately one year, starting the fall of 2007, Goodwin studied streamlining business and standardizing work processes. During the course of the study, he met with Samra approximately twice in Atlanta, GA, to brief him on the study progress and plan the logistics of the new organizational rollout. Goodwin said that subsequent to the finalization of the new organizational structure, Samra visited Atlanta to brief all Facilities managers, as well as an additional time to meet with the entire Southeast FSO staff to discuss the rollout (Exhibit 9).

Pam Still, Manager of Operations, Administration and Planning, Headquarters

During an interview with the OIG on July 1, 2009, Still stated she and Galligan have reviewed multiple complaint letters received by Galligan's office about Samra's travel to Dallas and Atlanta. She said that Galligan addressed the allegations directly with Samra. Still said that Galligan did not delegate VPs travel business to her and was very particular about the travel documents he signed for VPs. Both Galligan and Still have reviewed Samra's travel and they did not have any questions or concerns with his travel or eTravel reimbursements (Exhibit 4).

Still said she was knowledgeable that Samra traveled to Atlanta, GA, at the expense of the Postal Service. She said that Facilities was undergoing a major restructuring and he traveled to the area on a number of occasions to work on the project. Still was also knowledgeable about Samra holding group meetings in Atlanta and recalled on one occasion, Samra submitted a cost analysis for an off-site meeting, showing Atlanta was the best fiscal choice at that time to hold the meeting. Galligan required a cost analysis for all national meetings outside of the Washington Metropolitan area and did not approve meetings without weighing the savings for alternate meeting locations. Still said she reviewed the cost analysis for the Atlanta meeting and said it was a "no brainer" based on the lower cost.

Every week, either Samra or [REDACTED] sends an e-mail to Galligan advising where Samra will geographically be the following week, which provides an opportunity for any objections or questions prior to the proposed travel. If Samra is going on travel, the e-mail includes the location and purpose of the trip.

eTravel Records Review

A review of Samra's eTravel records from May 2007 through March 2009 showed Samra submitted claims for approximately \$3,997 in reimbursement for official travel to the Atlanta metropolitan area. The eTravel records showed that he stayed in the Atlanta metropolitan area for approximately 8 nights in all (Exhibit 5).

Allegation 3:

Samra inappropriately received reimbursement from the Postal Service for mileage expenses between Washington, DC and Arlington, VA.

Allegation 3 Findings:

Tom Samra, Vice President of Facilities, Headquarters

During an interview with the OIG on July 1, 2009, Samra stated his official office location is the Facilities Ballston office located in Arlington, VA, but he has a day office at Postal Service Headquarters (L'Enfant Plaza). Samra said that he conducts most of his business, to include meetings at Postal Service Headquarters; therefore, he spends the majority of his time at Headquarters. Samra said he has assigned parking spaces in Arlington and at Headquarters. Samra stated [REDACTED] keeps track of his travel between Ballston and Headquarters, and submits his claims for reimbursement for the mileage to Galligan in eTravel (Exhibit 2).

William Galligan, Senior Vice President of Operations (retired), Headquarters

During an interview with the OIG on July 9, 2009, Galligan stated that he previously reviewed the allegations related to Samra using his personal vehicle to commute and subsequently receiving reimbursement from the Postal Service for mileage expenses and have no concerns. Galligan said pursuant to the travel handbook, Samra is entitled to claim mileage when driving to L'Enfant, because his office is in Arlington (Exhibit 3).

Facilities, Arlington, VA

During an interview with the OIG on July 9, 2009, [REDACTED] said Samra does not travel between Headquarters and the Ballston office frequently; he usually shows up to one office or the other. However, she said that sometimes he comes to Ballston, and then goes to Headquarters, or the other way around. If Samra does commute between the two offices, [REDACTED]

(Exhibit 10).

Postal Service Form 50, Notification of Personnel Action, Review

Samra's PS Form 50s for 2007 and 2008 show Samra's duty station is Facilities, located at 4301 Wilson Blvd. Suite 300, Arlington, VA (Exhibit 11).

Review of Handbook F-15 - Travel and Relocation, 7-Determining Daily Expenses, 7-1 When to Claim Per Diem Versus Actual Expenses

For local travel, employees are entitled to reimbursement for mileage accrued in their personally owned vehicle. Additionally, when it is advantageous to the Postal Service, employees are authorized to depart directly from and return directly to their home, however, the employee is required to deduct the mileage from their home to their permanent duty station. The Postal Service may reimburse employees for any mileage that exceeds the distance between home and an employee's permanent duty station. An employee who uses the eTravel system to claim regular travel reimbursements must also use the eTravel system to claim local travel reimbursements of \$15 or more. If a claim for local travel reimbursement is less than \$15, the employee should accumulate claims until the cumulative total reaches \$15 or more before submitting an eTravel report. However, the employee should accumulate claims for just one accounting month before submitting an eTravel report, even if at the end of the accounting month the cumulative total is less than \$15 (Exhibit 12).

eTravel Records Review

A review of Samra's eTravel records from May 2007 through December 2008 showed the Postal Service reimbursed Samra for local travel in the Washington, DC metropolitan area totaling approximately \$1,338. Specifically, Samra received a monthly reimbursement for mileage in his personally owned vehicle between his permanent duty station in Arlington, VA and Postal Service Headquarters (Exhibit 13).

Allegation 4:

[REDACTED]

Outside Scope

Allegation 4 Findings:

Tom Samra, Vice President of Facilities, Headquarters

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Outside Scope

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] *Outside Scope*

[REDACTED]

Allegation 5:

Samra inappropriately influenced and/or ineffectively administered construction projects and the sale of underutilized postal facilities, specifically the Embarcadero property in San Francisco, CA; James A. Farley Building in New York, NY; and the Processing and Distribution Center (P&DC) in St. Paul, MN.

Allegation 5 Findings:

SID Referral to OIG Office of Audit

On June 11, 2009, SID referred to the OIG Office of Audit allegations that Samra inappropriately influenced and/or ineffectively administered construction projects and the sale of underutilized postal facilities (Exhibit 15).

OIG Audit Response to SID

On June 17, 2009, Audit responded to the referral and informed SID that they plan to look into the allegation concerning the sale of the Embarcadero property in conjunction with other ongoing Pacific FSO. Audit does not plan to review the allegations concerning the St. Paul P&DC sale, because Postal Finance and the Postal Inspection Service reviewed the sale during the Decision Analysis Report. Audit said that it does not plan to review allegations concerning the Farley Building sale because the BOG and OIG reviewed the sale during the Decision Analysis Report (Exhibit 16).

V. DISPOSITION

This investigation is closed.

VI. EXHIBITS

1. Case Initiation, March 25, 2009
2. Memorandum of Interview, Tom Samra, July 1, 2009
3. Memorandum of Interview, William Galligan, July 15, 2009
4. Memorandum of Interview, Pam Still, July 9, 2009
5. Memorandum of Activity, Review of Samra's eTravel Records, June 12, 2009
6. Memorandum of Activity, Review of Samra's Time and Attendance Collection System, July 12, 2009
7. Memorandum of Activity, Review of Samra's PST File, September 14, 2009
8. Memorandum of Interview, Jorge "Tim" Perez, July 9, 2009
9. Memorandum of Interview, Michael Goodwin, July 20, 2009
10. Memorandum of Interview, [REDACTED], July 9, 2009
11. Memorandum of Activity, Review of Samra's Personnel Action Forms, June 19, 2009
12. Memorandum of Activity, Review of Handbook F-15, July 19, 2009
13. Memorandum of Activity, Review of Samra's eTravel Mileage Reimbursement Records, July 1, 2009
14. Memorandum of Activity, Review Workplace Environment Referral Letter, June 11, 2009
15. Memorandum of Activity, Review Audit Referral Letter, June 11, 2009
16. Memorandum of Activity, Review Audit Referral Response, June 17, 2009



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 12UIHQ0033FF02SI

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 27, 2012 TO June 10, 2012

STATUS OF CASE: Referred for Prosecution

JOINT AGENCIES:

N/A

DISTRIBUTION:

Christopher R. Kavanaugh
Assistant United States Attorney
Fraud and Public Corruption Section
555 4th Street, NW
Washington, DC 20530

PREPARED BY: SA [REDACTED]

DATE: 06/11/2012

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On January 27, 2012, the U.S. Postal Service Office of Inspector General (OIG) Hotline received a complaint from [REDACTED] [REDACTED] reported she was notified that Assistant Treasurer David Kosturko failed to pay his travel card invoice prompting suspension of his account. Upon further review of his travel card invoice, it appeared Kosturko withdrew cash while not in travel status. When questioned by [REDACTED] about these financial transactions, Kosturko explained he used his travel card to withdraw cash to buy a water heater for his home (Exhibit 1).

II. SYNOPSIS

The investigation determined that during the past 5 years, Kosturko obtained reimbursement for \$17,346.40 more in travel expenses than he actually incurred. From March 2007 through October 2011, he claimed canceled airline tickets on 34 expense reports – netting \$15,197.52. On one report, he also inflated his hotel charges by \$2,282.28 more than he incurred.

Kosturko sometimes failed to use the Postal Service contracted travel agency, Omega World Travel (OWT), to purchase airline tickets for business travel.

Kosturko frequently used his Postal Service travel card to make personal purchases and withdraw cash though not on official travel. While on official travel, he often took cash advances exceeding the daily amount permitted by Postal Service policy.

Kosturko failed to pay his account balance on time, carrying a past due amount on 15 billing cycles during 2010 and 2011. He failed to pay the balance on his invoice dated January 18, 2012, prompting suspension of his account.

III. BACKGROUND/SUBJECT IDENTIFICATION

David C. Kosturko is the Assistant Treasurer of Banking and Customer Relations at Headquarters, a Postal Career Executive Service (PCES) position. Kosturko began his Postal Service career in 2004 as a payment technologies specialist. In July 2006, he was promoted to bank relations specialist, Banking and Customer Payments. Promoted to his current position on June 4, 2011, Kosturko oversees all electronic payments made by customers to the Postal Service. He is responsible for managing the incoming payment processes for credit and debit card, Automated Clearing House, and wire payments.

Elizabeth M. Schafer is the Treasurer of Corporate Treasury at Headquarters. Schafer has supervised Kosturko in different capacities for most of his Postal Service career.

██████████ is an Accountant in the Travel and Relocation office at Headquarters with duties as a national travel card program coordinator.

Postal Service Policy

According to Postal Service Handbook F-15 "Travel and Relocation," Section 3-2.4, Responsibilities of the Cardholder: "As a cardholder, you are accountable for all charges made with the card. Therefore, you must always do the following: ... Pay the portion of your monthly travel card bill not directly reimbursed to the government travel card vendor through eTravel on time" (Exhibit 2).

Postal Service Management Instruction FM-640-2004-1, Government-Issued Individually Billed Travel Charge Cards, requires cardholders to "Pay the bill in full each month, whether through payments sent directly from eTravel or personal payments." It also instructs cardholders to "use the government issued travel charge card to pay for your official travel expenses only. You may not use the card for personal expenses" (Exhibit 3).

Government Travel Card Policy

The Citi @ Government Travel Card Cardholder Guide informs cardholders that they "... are personally responsible for paying all charges and fees and reconciling your account. You will receive an Account Statement after the close of each billing cycle; it must be paid in full by the due date" (Exhibit 4).

The Citibank Government Services Travel Card Program Cardholder Account Agreement states: "...I agree to use the Card only for official travel, including local travel, and official travel related expense in accordance with my Agency/Organization policy. I agree not to use the Card for personal, family or household purposes." By using the travel card, cardholders agree to these terms (Exhibit 5).

IV. DETAILS

Allegation: Kosturko used his travel card for personal use while not on official travel, and failed to pay his travel card account balance on time.

Allegation Findings:

E-mails between [REDACTED], Schafer and Kosturko

On January 24, 2012, [REDACTED] sent Schafer an e-mail notification that Kosturko's travel card account was suspended for non-payment. [REDACTED] wrote, "This is to advise you that one of your employees, David Kosturko, has an outstanding ballance (sic) of \$1,259.01 due on his Citibank travel card account. This amount is 36 days past due. His card privileges have been suspended. It also appears that he may be using his travel card for cash withdrawals while not in a travel status. His last expense report was filed on October 27, 2011 and he has had 2 cash withdrawals since that time. One was on 11/4/2011 in the amount of \$700 and the other was on 11/19/2011 in the amount of \$150" (Exhibit 1).

Schafer forwarded this e-mail to Kosturko, who replied, "I paid this last night. How much trouble am I in? My water heater broke and I needed to replace it and I had no other resource. I forgot about it until I got a call last week. I was going to call but haven't had a chance."

David C. Kosturko, assistant treasurer, Headquarters, Washington, DC

During an OIG interview on May 9, 2012, Kosturko admitted using his travel card to buy gas and tires for his personal car, an airline ticket for [REDACTED] and withdraw cash for personal use. Regarding the \$700 cash withdrawal he made on November 4, 2011, Kosturko said he used his travel card at an automated teller machine to withdraw cash to buy a water heater for his home (Exhibit 6).

eTravel Analysis

A review of Kosturko's travel card transactions and travel expense reports filed from February 2009 through February 2012, determined Kosturko used his travel card on days when he was not on official travel for purchases totaling \$16,285. He used his travel card at gas stations, restaurants, and for more than \$10,000 in cash withdrawals (Exhibits 7 and 8). For example, on December 17, 2010, he made a \$739.75 purchase at Warrenton Tire & Auto, Warrenton, VA, though not on official travel (Exhibit 7).

Kosturko failed to pay his account balance on time, carrying a past due amount on 15 billing cycles during 2010 and 2011 (Exhibit 9).

Additional Finding 1 – Kosturko converted Postal Service funds for his use by submitting travel expense reports claiming inflated airfare and hotel expenses.

Postal Service Policy

Postal Service Handbook F-15, Section 8-3.5.1.3 "Obtaining a Refund for Unused Tickets," instructs employees on how to enter refunds on travel expense reports: "...If you use the eTravel system, claim only the portion of the ticket used by itemizing the refunded part as "personal." Add a remark indicating the total airline ticket and refunded personal amount" (Exhibit 10).

eTravel Analysis

A review of Kosturko's travel card transactions, expense reports, and receipts from the Postal Service contracted travel agent, Omega World Travel (OWT) revealed that between March 2007 and October 2011, Kosturko claimed canceled airline tickets on 34 expense reports, netting \$15,197.52 (Exhibit 11). On one report, he also claimed \$1,668.58 for a restaurant bill and included \$613.70 in hotel charges, although he later obtained refunds from the hotel for these amounts (Exhibit 11, page 9, report 26).

Examples include:

1. On October 4, 2011, Kosturko submitted a voucher for travel to Minneapolis/St. Paul, MN. He paid \$649.40 for airfare but claimed \$907.40 – a difference of \$258.00.
2. On July 7 and 29, 2011, Kosturko submitted two separate vouchers for the same trip to Salt Lake City, UT. Although he paid \$738.40 for airfare, he claimed airfares totaling \$1,128.80 on these two vouchers – a difference of \$390.40.
3. On March 21, 2011, Kosturko submitted a voucher for travel to Minneapolis/St. Paul, MN. He paid \$378.80 for air travel, but claimed \$689.40 – a difference of \$310.60.
4. On March 2, 2011, Kosturko submitted a voucher for travel to Kansas City, MO. He paid \$211.40 for air travel, but claimed \$655.40 – a difference of \$444.00.
5. On December 23, 2010, Kosturko submitted a voucher for travel to Hartford, CT. He purchased a ticket for \$234.40, but claimed \$661.40 for a canceled ticket – a difference of \$427.00.
6. On November 17, 2010, Kosturko submitted a voucher for travel to San Antonio, TX. He paid \$421.40 for air travel but claimed \$770.80 – a difference of \$349.40.

7. On May 4, 2010, Kosturko submitted a voucher for travel to St. Louis, MO. He paid \$283.40 for airfare but claimed \$548.10 – a difference of \$264.70.
8. On April 9, 2010, Kosturko submitted a voucher for travel to Minneapolis/St. Paul, MN. He paid \$428.80 for airfare but claimed \$809.40 – a difference of \$380.60.
9. On January 14, 2010, Kosturko submitted a voucher for travel to Minneapolis/St. Paul, MN. He paid \$312.41 for airfare but claimed \$809.20 – a difference of \$496.79.
10. On August 14 and October 19, 2009, Kosturko submitted two separate vouchers for the same trip to San Francisco, CA. He paid \$339.40 for airfare, but submitted two expense reports to claim \$1,229.20 – a difference of \$889.80.

David C. Kosturko, assistant treasurer, Headquarters, Washington, DC

During the OIG interview, Kosturko said he claimed canceled airline tickets on travel expense reports for profit. Kosturko explained he would book an airline ticket, cancel it and purchase a lower priced ticket, but claim the higher priced ticket on his expense report to personally gain from the difference. Kosturko estimated he gained \$5,000 to \$10,000 from the Postal Service during a 2-year period from this activity – which he stated he is willing to repay. Kosturko explained he started this practice after [REDACTED] lost her job and he needed to supplement his income (Exhibit 6).

Additional Finding 2 – Kosturko violated agency policy by not using the contract travel agent when purchasing air travel for official business.

Postal Service Policy

According to Postal Service Handbook F-15, Section 5-2.1.2, employees “must use the Postal Service contracted travel agency to make airline reservations” (Exhibit 12).

eTravel Analysis

Kosturko used his travel card to purchase airline tickets without using OWT on at least 16 occasions. In one case, paying \$133.40 more for a ticket than the one OWT obtained for similar itinerary and claiming it on his voucher (Exhibit 11, Attachment 1, page 35).

Additional Finding 3 – Kosturko violated agency policy by exceeding the daily limit on cash advances while on official travel.

Postal Service Policy

According to Postal Service Handbook F-15 Travel and Relocation, Section 4-2.1.2, "If you are a non-bargaining unit employee...you are limited to a maximum of \$50 for each day that you are on official travel, rounded up to the next increment required by the ATM feature of your individual government travel card." According to section 4-2.3.2, travelers are not to make an "ATM withdrawal until immediately prior to departure, preferably no sooner than 2 to 3 days" (Exhibit 13).

Travel Card Analysis

A review of Kosturko's eTravel expense reports and travel card transactions identified the cash advances he made during official travel. Between January 2007 and February 2012, Kosturko's cash advances exceeded the allowed amount during 24 business trips. During two business trips, he used his travel card at adult entertainment clubs. While on travel to Hartford, CT, he charged \$430 in cash advances and fees at The Gold Club. While on travel to St. Louis, MO, he withdrew \$1,100 in cash advances, and charged \$1,983 at IRC, LP (Exhibit 14).

David C. Kosturko, assistant treasurer, Headquarters, Washington, DC

During the OIG interview, Kosturko said he took cash advances to have cash available to pay for some expenses such as taxi rides and meals. When asked to explain the cash withdrawals he made at The Gold Club (Agent note: The website description uses the term gentlemen's club) while on a business trip, Kosturko said he "must not have been paying attention. Or, maybe I paid too much attention" (Exhibit 6).

Additional Finding 4 – Kosturko displayed a lack of candor when questioned by OIG investigators.

David C. Kosturko, assistant treasurer, Headquarters, Washington, DC

During the OIG interview, Kosturko denied having an active government purchase card. He stated he had a purchase card assigned to him at one time, but canceled it years ago because he did not need it in his current position (Exhibit 6).

Elizabeth Schafer, treasurer, Headquarters, Washington, DC

During an OIG interview, Schafer said Kosturko turned in his government travel and purchase cards on May 9, 2012, after his OIG interview (Exhibit 15).

Review of purchase card activity

A review of Kosturko's purchase card activity revealed he used it as recently as September and October 2011. No conclusive evidence was found to indicate misuse (Exhibit 16).

Additional Finding 5 - Kosturko did not identify and dispute duplicate charges appearing on his travel card statement.

David C. Kosturko, assistant treasurer, Headquarters, Washington, DC

During the OIG interview, Kosturko said he destroys his travel card statements after he reviews them and does not recall ever disputing a charge on his travel card (Exhibit 6).

Review of travel card statements – duplicate charges

A review of his travel card statements shows on February 16, 2010, Kosturko made four purchases that appeared on both January and February 2010 statements (Exhibit 17).

Additional Finding 6

[REDACTED]

[REDACTED] Outside Scope

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

V. EXHIBITS

1. OIG [REDACTED] Document, [REDACTED] January 27, 2012
2. Postal Service Handbook F-15, Section 3-2.4
3. Postal Service Management Instruction FM-640-2004-1
4. Citi® Government Travel Card Cardholder Guide
5. Citibank Government Services Travel Card Program Cardholder Account Agreement
6. Memorandum of Interview (MOI) (without attachment), David Kosturko, May 9, 2012
7. Memorandum of Activity (MOA), Investigative Analysis of travel status and card use, March 29, 2012
8. MOA, Document Analysis, cash withdrawals outside of travel, May 31, 2012
9. MOA (attachments removed), Document Analysis, payment history 2010-2011, May 31, 2012
10. Postal Service Handbook F-15, Section 8-3.5.1.3
11. MOA (with attachment 1), Document Analysis, eTravel analysis of canceled tickets, May 23, 2012
12. Postal Service Handbook F-15, Section 5-2.1.2
13. Postal Service Handbook F-15, Sections 4-2.1.2 and 4-2.3.2
14. MOA, Document Analysis, cash advances during travel, May 31, 2012
15. MOI (attachments removed), Elizabeth M. Schafer, May 11, 2012
16. MOA (attachments removed), Receipt of Documents, purchase card activity, May 23, 2012
17. MOA, Document Analysis, duplicate billing, May 31, 2012
18. E-mail, Ethics Advice, May 10, 2011



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 10UIRF0046GC23IAD

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM January 6, 2010 TO February 22, 2010

STATUS OF CASE: CLOSED PENDING (ADMINISTRATIVE)

JOINT AGENCIES:

NA

DISTRIBUTION:

[REDACTED], Inspector in Charge, [REDACTED]

PREPARED BY: [REDACTED]

DATE: 04/9/2010

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- I. PREDICATION
- II. SYNOPSIS
- III. BACKGROUND
- IV. DETAILS
- V. DISPOSITION
- VI. EXHIBITS

I. PREDICATION

On January 6, 2010, [REDACTED], provided the Office of Inspector General (OIG), Special Inquiries Division (SID) a "Notification of Alleged Employee Misconduct" concerning [REDACTED] Supervisor, [REDACTED]. On November 23, 2009, during a routine review of Citibank travel card (CTC) expenses by IS managers, it was noted that cash advances and other expenses appeared [REDACTED] CTC account that could not be associated with official travel. A preliminary review of [REDACTED] CTC account disclosed cash advances, totaling approximately \$2,772, and other expenses, totaling approximately \$1,303, were made between January 2009 and October 2009, that could not be associated with official travel.

II. SYNOPSIS

The investigation disclosed that [REDACTED] used her CTC to obtain cash advances for personal expenses on 52 occasions, totaling \$8,259 (including \$125.55 in transaction fees), between April 2006 and October 2009. The investigation also disclosed [REDACTED] used her CTC to make personal purchases or pay personal expenses on 37 occasions, totaling \$7,692.19, between March 2006 and October 2009. [REDACTED] purchases included lodging, airline tickets, rental cars, and other miscellaneous items. [REDACTED] admitted to OIG agents that she made more than \$15,000 in personal purchases with her CTC.

III. BACKGROUND

[REDACTED] has been employed by the Postal Service since [REDACTED]
[REDACTED]

IV. DETAILS

Allegation:

[REDACTED] utilized her Postal Service-issued CTC for personal purchases and expenses.

Allegation Findings:

On February 4, 2010, an SID agent completed a review of [REDACTED] CTC accounts and e-Travel records for the period March 2006 to January 2010. The review identified 141 transactions, totaling \$15,951.19, dated between March 2006 and January 2010, which could not be associated with official travel claims listed on travel vouchers. The transactions are detailed below (Exhibit 1).

Transactions	#	Amount	Item	Amount
Cash Advances	52	\$8,133.45		
Cash Advance Fees	52	\$125.55		
Other Expenses	5	\$254.76		
			Wal-Mart	\$13.25
			Sprint Nextel	\$89.59
			QT Fuel	\$40.00
			Gladden	
			Companies	\$41.64
			Sears	\$70.28
Lodging	2	\$304.94		
Car Rentals	17	\$3,530.40		
Airfare	13	\$3,602.09		
Total	141	\$15,951.19		

On February 22, 2010, SID agents interviewed [REDACTED] (Exhibit 2). When asked about cash advances and the related fees [REDACTED]

When asked about the other expenses, [REDACTED]

[REDACTED]

When asked about the lodging charges, [REDACTED]

[REDACTED]

When asked about rental car charges, [REDACTED]

[REDACTED]

When asked why she did not use her POV for these trips, [REDACTED]

When asked about the purchase of 13 airline tickets totaling \$3,602.09, [REDACTED]

[REDACTED]

When asked about the proper use of the CTC, [REDACTED]

[REDACTED]

V. DISPOSITION

This investigation is closed and is pending administrative action, if any, deemed appropriate.

VI. EXHIBITS

1. Memorandum of Activity, Analysis of [REDACTED] e-Travel and Citibank Records, dated February 4, 2010.
2. Memorandum of Interview [REDACTED], dated February 22, 2010.



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UIBA0015GC37IAD

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM September 27, 2010 TO November 24, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

None

DISTRIBUTION:

Inspector in Charge [REDACTED]

PREPARED BY: SA [REDACTED]

DATE: 01/10/2011

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RESTRICTED INFORMATION

This report is furnished on an official need to know basis and must be protected from dissemination which may compromise the best interests of the U.S. Postal Service Office of Inspector General. This report shall not be released in response to a Freedom of Information Act or Privacy Act request or disseminated to other parties without prior consultation with the Office of Inspector General. Unauthorized release may result in criminal prosecution.

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I. PREDICATION

On September 27, 2010, the U.S. Postal Service Office of Inspector General (OIG), Special Inquiries Division, received an audit referral from [REDACTED] (Exhibit 1). The referral indicated that Postal Inspector [REDACTED] obtained two cash advance withdrawals on a government travel card between January 2010 and August 2010. An analysis of Citibank statements and the etravel database determined [REDACTED] withdrew \$600.00 without associated travel.

II. SYNOPSIS

The investigation determined that on February 10, 2010, [REDACTED] took a cash advance withdrawal of \$500.00 on his government travel card and incurred a \$10.00 cash advance fee. On February 11, 2010, [REDACTED] took a second cash advance withdrawal of \$100.00 on his government travel card and incurred a \$2.00 cash advance fee. [REDACTED] was not on official travel when he took both cash advances.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] is a Postal Inspector assigned to the Inspection Service, [REDACTED] has been employed by the Inspection Service for approximately [REDACTED]

IV. DETAILS

Allegation:

[REDACTED] obtained two cash advance withdrawals on his government travel card between January 2010 and August 2010 without associated official travel.

Allegation Findings:

On November 8, 2010, the reporting agent (RA) and SA [REDACTED] interviewed [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

On March 25, 2010 [REDACTED] filed an investigative expense voucher for \$612.00. The voucher listed the two cash advances and the fees associated with both transactions. On March 29, 2010, the voucher was reviewed and approved for reimbursement by [REDACTED]

On November 24, 2010, the RA interviewed Postal Inspector [REDACTED] (Exhibit 3). [REDACTED]

[REDACTED]

On November 24, 2010, the RA interviewed Postal Inspector Team Leader [REDACTED]

V. EXHIBITS

1. Travel card audit
2. Memorandum of Interview, [REDACTED] November 8, 2010
3. Memorandum of Interview, [REDACTED], November 24, 2010
4. Postal Inspection Service investigative expense report (1804797 – PVS)

5. Memorandum of Interview, [REDACTED], November 24, 2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 10UIGP0094FF02IAD

CROSS REFERENCE #:

TITLE: [REDACTED]
[REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM April 26, 2010 TO July 14, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

[REDACTED] Deputy Assistant Inspector General [REDACTED]

PREPARED BY: [REDACTED]

DATE: 07/16/10

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I. PREDICATION

On April 21, 2010, [REDACTED] notified the Special Inquiries Division (SID) [REDACTED] had an outstanding credit card balance of over \$8,000 on his government issued travel card (Exhibit 1).

II. SYNOPSIS

The investigation disclosed [REDACTED] used his government credit card to pay for more than \$14,000 in gambling expenses at the MGM Grand at Foxwoods, a casino located in [REDACTED], from September 2009 - April 2010. The credit card is only for use for official government travel related expenses. The trips to the casino were not related to official government business.

[REDACTED]

On May 25, 2010, [REDACTED] repaid all of the unauthorized expenses owed on his government credit card.

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed as an [REDACTED]

IV. DETAILS

Allegation 1:

[REDACTED] misused his government credit card to pay more than \$14,000 in gambling expenses.

Findings:

On April 29, 2010, SID agents interviewed [REDACTED] Manager, [REDACTED] Office. [REDACTED]

[REDACTED]

On April 28, 2010, the reporting agent (RA) completed a review of [REDACTED] official travel vouchers, government credit card statements, and player club records from the casino. The RA identified approximately \$14,569 in unauthorized expenses on [REDACTED] government credit card statements that occurred between September 2009 – April 2010. The RA's analysis did not identify any gambling activities occurring during [REDACTED] scheduled work hours (Exhibit 3).

On April 29, 2010, SID agents interviewed [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

On July 14, 2010, the RA received a copy of [REDACTED] government credit card records indicating that on May 25, 2010, [REDACTED] paid \$10,861.25 to cover all of his previous unauthorized expenses, and his account was now paid in full (Exhibit 5).

V. DISPOSITION

This investigation is closed pending administrative action.

VI. EXHIBITS

1. OIG Management List of [REDACTED] Credit Card Expenses, April 21, 2010
2. Memorandum of Interview, [REDACTED] April 29, 2010

3. Memorandum of Activity, Records Analysis, July 13, 2010
4. Memorandum of Interview, [REDACTED], April 29, 2010
- 5 [REDACTED] Credit Card Record, May 25, 2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 10UPGP0132FF02IAD

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM July 28, 2010 TO November 17, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

Area Special Agent in Charge [REDACTED]

PREPARED BY: [REDACTED]

DATE: 12/21/10

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I. PREDICATION

On July 28, 2010, [REDACTED] notified the Special Inquiries Division (SID) that [REDACTED] withdrew at least \$8,748 in cash using her government credit card without any supporting travel vouchers being filed from October 2009 through June 2010 (Exhibit 1).

II. SYNOPSIS

The investigation determined that between January 1, 2009, and July 29, 2010, [REDACTED] withdrew \$11,165.23 from her government issued credit card for personal reasons not related to official travel [REDACTED] then began making regular cash withdrawals to assist her with paying for [REDACTED]

III. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been employed by the OIG since [REDACTED]

IV. DETAILS

Allegation: [REDACTED] misused her government issued credit card.

Allegation Findings:

The reporting agent obtained a spreadsheet of [REDACTED] government credit card and eTravel expenses from January 1, 2009 – July 29, 2010. A review of the spreadsheet disclosed total credit card charges of \$15,510.57 with \$4,345.34 being legitimate eTravel expenses. The review further disclosed \$11,165.23 in unauthorized credit card expenditures (Exhibit 2).

On October 28, 2010, SID agents interviewed [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

V. DISPOSITION

This investigation is closed pending any administrative action deemed appropriate.

VI. EXHIBITS

1. Audit Referral, July 28, 2010
2. [REDACTED] Credit Card usage CY 2009- CY 2010
3. Memorandum of Interview, [REDACTED], October 28, 2010



**UNITED STATES POSTAL SERVICE
OFFICE OF INSPECTOR GENERAL**

1735 NORTH LYNN STREET
SUITE 10000
ARLINGTON, VA 22209-2020

CASE #: 11UIGP0022FF02IAD

CROSS REFERENCE #:

TITLE: [REDACTED]

CASE AGENT (if different from prepared by):

REPORT OF INVESTIGATION

PERIOD COVERED: FROM September 23, 2010 TO December 3, 2010

STATUS OF CASE: Referred to USPS for Admin Action

JOINT AGENCIES:

N/A

DISTRIBUTION:

Inspector in Charge [REDACTED] Division

PREPARED BY: [REDACTED]

DATE: 12/29/10

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I. PREDICATION

On September 23, 2010 [REDACTED] notified the Special Inquiries Division (SID) regarding alleged misconduct by Inspector [REDACTED], U. S. Postal Inspection Service, [REDACTED]. According to the information, [REDACTED] utilized his government credit card to make cash advances and retail purchases that were not supported by any travel reimbursements in the eTravel system (Exhibit 1).

SYNOPSIS

The investigation determined that between November 25, 2008, and September 14, 2010 [REDACTED] utilized his government credit card on 44 occasions for personal reasons not related to official travel [REDACTED]

II. BACKGROUND/SUBJECT IDENTIFICATION

[REDACTED] has been a postal inspector since [REDACTED]. The Inspection Service manual, Chapter 2-5.5.1, states the use the government travel credit card for official travel and official travel related expenses, including lodging, meals, and incidentals incurred while cardholders are away from their duty stations. The card is not to be used for personal business.

The Postal Service Handbook F-15 (Travel and Relocation), Chapter 4-2.1, states employees may receive a cash advance equal to \$50 per day, up to a maximum of \$350. The F-15 Handbook, Chapter 7-1.1.1, defines local travel as any travel within a 50-mile radius of your permanent duty station in which overnight lodging is not required. If your destination is within a 50-mile radius of your permanent duty station and you are required to stay overnight, the trip is regular travel, not local travel. The F-15 Handbook, Chapter 7-1.1.2, states during local travel the Postal Service will reimburse the traveler for actual expenses and they are not eligible to claim per diem. The F-15 Handbook, Chapter 7-1.1.3, states the traveler will not be reimbursed for meals that are part of a normal workday, such as a typical lunch break.

III. DETAILS

Allegation: [REDACTED] misused his government credit card.

Allegation Findings:

On November 5, 2010, the reporting agent (RA) interviewed [REDACTED]
[REDACTED]
[REDACTED]

According to [REDACTED] her first discussion with [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED] second discussion with [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED] third discussion with [REDACTED]
[REDACTED]
[REDACTED]

On November 4, 2010, OIG agents interviewed [REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[Agents Note: After the recorded interview [REDACTED] was asked to produce a copy of a spreadsheet that he told SID agents he made and showed to his boss, proving he did nothing wrong. At first, he refused, but after further discussion, he provided a copy of the document to the SID agents. [REDACTED] provided no information about the format he used (Exhibit 4).]

On December 3, 2010, the reporting agent completed a spreadsheet listing [REDACTED] credit card expenses not related to official travel and the corresponding notes from his e-Diary entries from November 25, 2008, and September 14, 2010. [REDACTED] utilized the his government credit card on 44 occasions, resulting in \$1698.26 in charges, \$145.75 in ATM fees and \$31.24 in credit card fees, for a total of \$1875.25 in unauthorized credit card expenditures (Exhibit 5).

IV. DISPOSITION

This investigation is closed pending any administrative action deemed appropriate.

V. EXHIBITS

1. Audit Referral, September 23, 2010
2. [REDACTED] E-Mail Statement, November 5, 2010
3. Memorandum of Interview, [REDACTED], November 4, 2010
4. [REDACTED] Spreadsheet

5. [REDACTED] Credit Card Expenses & e-Diary Entries- November 25, 2008-
September 14, 2010